



MESSAGES OF THE PRESIDENT
RAMON MAGSAYSAY
1953-1957

BOOK 7 | VOLUME 4
Executive Orders Part 2



President Ramon Magsaysay, Seventh President of the Philippines,
Third President of the Third Republic.



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Messages of the President Book 7: Ramon Magsaysay

Volume 4 Part 2

Presidential Communications Development and Strategic Planning Office

<http://www.gov.ph>

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Volume 4 Part 2

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INTRODUCTION

As the President's chief message-crafting body, the Presidential Communications Development and Strategic Planning Office (PCDSPO), is mandated to provide strategic communication leadership and support to the Executive Branch, its composite agencies, and instrumentalities of government.

The PCDSPO is also mandated to act as custodian of the institutional memory of the Office of the President. One of our projects is the continuation of the series of books called the Messages of the President, started in 1936 by Jorge B. Vargas, Executive Secretary to President Manuel L. Quezon. The series was a wide collection of executive issuances, speeches, messages, and other official papers of the President. The volumes were intended to serve as the definitive compilation of presidential documents. The series was continued until the Quirino administration, although the series for the Presidential administrations of Presidents Quezon, Roxas, and Quirino were never completed.

In 2010, President Benigno S. Aquino III ordered the revival of the series and the constitution of a complete set, covering all 15 presidential administrations. With pride, we continue what Vargas began.

We would like to extend our gratitude to our partners for without whose gracious cooperation, this project would have not been possible.

A note on organization: Each presidential administration's messages are in book form, compiled and subdivided into volumes. The books are as follows:

- Book 1: Emilio Aguinaldo
- Book 2: Jose P. Laurel
- Book 3: Manuel L. Quezon
- Book 4: Sergio Osmeña
- Book 5: Manuel Roxas
- Book 6: Elpidio Quirino
- Book 7: Ramon Magsaysay
- Book 8: Carlos P. Garcia
- Book 9: Diosdado Macapagal
- Book 10: Ferdinand E. Marcos
- Book 11: Corazon C. Aquino
- Book 12: Fidel V. Ramos
- Book 13: Joseph Ejercito Estrada
- Book 14: Gloria Macapagal-Arroyo
- Book 15: Benigno S. Aquino III

Each book is subdivided into the following volumes:

- Volume 1: Official Week/Month in Review
 - Volume 2: Appointments and Designations
 - Volume 3: Historical Papers and Documents
 - Volume 4: Executive Orders
 - Volume 5: Administrative Orders
 - Volume 6: Proclamations
-

Volume 7: Other issuances

Volume 8: Cabinet minutes

We hope that this collection will be a useful and vital reference for generations to come.

PREFACE

On July 30, 2010, President Benigno S. Aquino III issued Executive Order No. 4, which effectively renamed what was previously called the Malacañang Museum into the Presidential Museum and Library (PML) and placed it under the supervision and control of the Presidential Communications Development and Strategic Planning Office (PCDSPO). The PML is responsible for preserving, managing, and promoting the history and heritage of the Philippine presidency. It is the principal historical and artistic repository in support of the institution of the presidency, for the benefit of the Republic and the Filipino people. In partnership with the PCDSPO, which has pioneered the publication of the Official Gazette of the Republic of the Philippines as a web archive and information website, the PML has taken this mandate and placed it on the cutting edge of the information age.

Much has been done over the past years, under the administration of President Aquino III, to digitize executive issuances, speeches, letters, and other presidential papers; and publish them online. The project is not limited to a single administration, nor does it discriminate. This collection, published as databases, as well as print and e-publications, includes documents from the presidency of Emilio Aguinaldo to the current Aquino administration. This represents the government's allegiance to transparency, continuity, and the fostering of an informed citizenry, as well as an effort, in earnest, to preserve the institutional memory of the Presidency. All this was done not just for the posterity, but for the current generation and the ongoing task of nation building.

The PML are proud partners of the Official Gazette and PCDSPO team, to whom we made the collections available. We sincerely hope that this series will serve as a vital reference to educators, students, journalists, lawyers, historians, and the public at large.

FOREWORD

This is the fourth volume of President Ramon Magsaysay's official papers, which constitutes the seventh book of the Messages of the President series. The series was started in 1936 by Executive Secretary Jorge B. Vargas, during the first year in office of Manuel L. Quezon, the first President of the Commonwealth of the Philippines. This volume collects President Magsaysay's Executive Orders, which provide for rules of a general or permanent character in implementation or execution of constitutional or statutory powers.

BOOK 7

PRESIDENT RAMON MAGSAYSAY

President Ramon Magsaysay was the seventh President of the Philippines and the third President of the Republic of the Philippines after World War II. He assumed office on December 30, 1953 after Elpidio Quirino lost his opportunity to get a second full term as President of the Philippines. President Ramon Magsaysay was President until his death in an airplane accident on March 17, 1957. This was the first time that an elected president did not come from the Senate.

The Executive Issuances of President Ramon Magsaysay began with Executive Order No. 1 and Proclamation No. 1, issued on December 30, 1953, and ended with Administrative Order No. 394, which was signed on March 17, 1957.

President Ramon Magsaysay's documents were gathered from its official sources such as the Official Gazette of the Philippines and Malacañang Records Office's Book of Executive Issuances.

The American Psychological Association (APA) style was used for the citation. The titles that have been provided by the researchers are enclosed in square brackets, considering that the exact wordings and its order were not verbatim from the document being described. Book titles are italicized while the speech titles are not. If in any case that the book title is the same as the title of the speech, it is transcribed in italics because it is the book title.

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The League of Administration Executives headed by Acting President Antonio G. Perez, presenting President Magsaysay, the Credo of Association, August 28, 1956.



MESSAGES OF THE PRESIDENT
RAMON MAGSAYSAY
1953-1957

BOOK 7 | VOLUME 4
Executive Orders Part 2



President Ramon Magsaysay inaugurates the Jose Abad Santos Monument,
February 19, 1956.

EXECUTIVE ORDERS

An Executive Order provides for rules of a general or permanent character in implementation or execution of constitutional or statutory powers. The Executive Orders of President Ramon Magsaysay began on December 30, 1953 with Executive Order No. 1 and ended on March 6, 1957 with Executive Order No. 243.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 192
REDUCING THE PRESENT RATE OF TARIFF DUTY ON CEMENT

Upon prior investigation by, and recommendation of, the National Economic Council, I, Ramon Magsaysay, President of the Philippines, pursuant to the authority vested in me by Republic Act No. 1490, entitled “An Act declaring shortages in certain construction materials and authorizing the President of the Philippines to reduce tariff rates for such construction materials,” do hereby reduce the present rate of tariff duty on cement by sixty-three per centum.

Done in the City of Manila, this 19th day of July, in year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

RAMON MAGSAYSAY
President of the Philippines

By the President:
FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *Official Gazette of the Republic of the Philippines*, 52(8), 3866.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 193
DESIGNATING THE PRESIDENT OF THE SANITARY INSPECTORS ASSOCIATION OF THE
PHILIPPINES AS A MEMBER OF THE NATIONAL ADVISORY HEALTH COUNCIL

By virtue of the powers vested in me by law, I, Ramon Magsaysay, President of the Philippines, do hereby designate the president of the Sanitary Inspectors Association of the Philippines as a member of the National Advisory Health Council created in Executive Order No. 24, dated November 12, 1946.

Executive Order No. 24, dated November 12, 1946, as last amended by Executive Order No. 78, dated October 25, 1954, is further amended accordingly.

Done in the City of Manila, this 20th day of July, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

RAMON MAGSAYSAY
President of the Philippines

By the President:
FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *Official Gazette of the Republic of the Philippines*, 52(8), 3867.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 194
EXTENDING THE PROHIBITION TO SLAUGHTER CARABAOS UP TO DECEMBER 31, 1956

In order to carry out effectively the provisions of Republic Act No. 11 and to conserve our work animals for agricultural purposes, I, Ramon Magsaysay, President of the Philippines, do hereby order:

1. The prohibition to slaughter carabaos for a period of six months from January 31, 1956, under Executive Order No. 162, dated January 30, 1956, is hereby extended up to December 31, 1956.

2. The Secretary of Agriculture and Natural Resources and all public officials concerned are hereby enjoined not to issue during said period any permit for the slaughtering of carabaos.

Done in the City of Manila, this 23rd day of July, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

RAMON MAGSAYSAY
President of the Philippines

By the President:
FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *Official Gazette of the Republic of the Philippines*, 52(8), 3867-3868.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 195
CREATING THE MUNICIPALITY OF MALIMONO IN THE PROVINCE OF SURIGAO

Upon the recommendation of the Provincial Board of Surigao and pursuant to the provisions of section sixty-eight of the Revised Administrative Code, there is hereby created in the province of Surigao, a municipality to be known as the municipality of Malimono, comprising the southern part of the municipality of Surigao, more particularly described and bounded as follows:

On the west by the limits of the marine waters which the municipality of Malimono shall have pursuant to section 2321 of the Revised Administrative Code;

On the north by the present boundary between the barrios of Jugban and Malimono, a line from a concrete monument at Point Agata to a concrete monument at Mt. Banderahan, common point of intersection of the boundaries of the barrios of Jugban, Malimono, and Sison;

On the east by the present boundary between the barrios of Malimono and Sison and by the present Surigao-Mainit boundary; and

On the south by the Surigao-Agusan provincial boundary.

(Reference used in these descriptions: Map of the Northern Portion of Surigao Province showing the proposed municipality of Malimono, etc., scale 1:125,000 submitted by Highway District Engineer Calo C. Castronuevo of Surigao.)

The municipality of Malimono, as herein organized, contains the barrios of Malimono, which shall be the seat of the municipal government, Masgad, Cantapoy, and Pili, and the sitios of Cagtinai, Tinago, Cayawan, Hanagdong, Bunyasan, Dinaligan, Manhayag, Can-aga, and Karihatag.

The municipality of Surigao shall have its present territory minus the portion thereof included in the municipality of Malimono.

The municipality of Malimono shall begin to exist upon the appointment and qualification of the mayor, vice-mayor, and a majority of the councilors thereof and upon certification by the Secretary of Finance that said municipality is financially capable of implementing the provisions of the Minimum Wage Law and providing for all the statutory obligations and ordinary essential services of a regular municipality and that the municipality of Surigao, after the segregation therefrom of the barrios and sitios comprised in the municipality of Malimono, can still maintain creditably its municipal government, meet all its statutory and contractual obligations and provide for the essential municipal services.

Done in the City of Manila, this 31st day of July, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

RAMON MAGSAYSAY
President of the Philippines

By the President:
FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *Official Gazette of the Republic of the Philippines*, 52(9), 4161-4162.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 196
ANNEXING TO THE MUNICIPALITY OF BORJA, PROVINCE OF BOHOL,
CERTAIN BARRIOS OF THE MUNICIPALITY OF CARMEN, SAME PROVINCE

Pursuant to the provisions of section sixty-eight of the Revised Administrative Code, the barrios of Matin-ao and Calatrava, of the municipality of Carmen, province of Bohol, are hereby segregated from said municipality and annexed to the municipality of Borja, same province.

This Order shall take effect immediately.

Done in the City of Manila, this 1st day of August, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

RAMON MAGSAYSAY
President of the Philippines

By the President:
FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *Official Gazette of the Republic of the Philippines*, 52(9), 4162.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 197
TERMINATING THE COLLECTION OF TOLLS AT THE LASANG TOLL BRIDGE,
PROVINCE OF DAVAO

The total cost of the Lasang Toll Bridge, in the province of Davao, plus interest at the rate of 5 per cent per annum, having been fully recovered, as certified in accordance with the provisions of Act No. 3500, as amended, it is hereby ordered that the collection of tolls at the Lasang Toll Bridge be terminated.

This order shall take effect upon receipt of a copy hereof by the provincial treasurer of Davao.

Done in the City of Manila, this 1st day of August, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

RAMON MAGSAYSAY
President of the Philippines

By the President:
FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *Official Gazette of the Republic of the Philippines*, 52(9), 4163.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 198
CREATING THE BARRIO OF LINAO IN THE MUNICIPALITY OF BADAJOZ,
PROVINCE OF ROMBLON

Upon the recommendation of the Provincial Board of Romblon and pursuant to the provisions of section sixty-eight of the Revised Administrative Code, there is hereby created in the municipality of Badajoz, province of Romblon, a barrio to be known as the barrio of Linao to consist of the sitios of Linao, Talisay, Caba-ong, Aguada, Guicab, Quino-ot, Cabebehan, and Guindawahan, all of the barrio of Calatrava of said municipality. The barrio of Calatrava shall have its present territory minus that comprised in the sitios included in the barrio of Linao.

This Order shall take effect immediately.

Done in the City of Manila, this 1st day of August, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

RAMON MAGSAYSAY
President of the Philippines

By the President:
FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *Official Gazette of the Republic of the Philippines*, 52(9), 4163-4164.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 199

ANNEXING A CERTAIN PORTION OF THE SO-CALLED BARRIO OF JONES, MUNICIPALITY
OF TANJAY, NEGROS ORIENTAL, TO THE MUNICIPALITY OF PAMPLONA,
SAME PROVINCE

Upon the recommendation of the Provincial Board of Negros Oriental and pursuant to the provisions of section 68 of the Revised Administrative Code, a portion of the so-called barrio of Jones in the municipality of Tanjay, Negros Oriental, is hereby segregated from the said municipality and annexed to the municipality of Pamplona, same province. The territory herein annexed is bounded as follows:

Beginning from B.B.M. No. 21 which marks the southwestern corner of the barrio of Novallas, Tanjay, running in a straight line westerly until it intersects the Tanjay-Sta. Catalina boundary at a point 15 kilometers distant from the southwesternmost corner marked M.B.M. No. 7 of the present territory of the municipality of Tanjay; thence southerly following the Sta. Catalina-Tanjay boundary until it reaches the said M.B.M. No. 7 at the intersection of the Tanjay-Sta. Catalina and Tanjay-Sibulan boundary lines; thence, following the Tanjay-Sibulan boundary line to M.B.M. No. 6, the boundary monument common to Tanjay, Sibulan, and Ayuquitan; thence, in a straight line northerly to B.B.M. No. 20 on the Tanjay-Pamplona boundary line; and thence, following the present south and west boundaries of the municipality of Pamplona to B.B.M. No. 21, the point of beginning. (Reference: Progress map of Public Land Subdivision, Pls. No. 147, municipality of Tanjay, province of Negros Oriental).

Done in the City of Manila, this 15th day of August, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

RAMON MAGSAYSAY

President of the Philippines

By the President:

FORTUNATO DE LEON

Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *Official Gazette of the Republic of the Philippines*, 52(10), 4497.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 200
AMENDING EXECUTIVE ORDER NO. 192 DATED JULY 19, 1956, ENTITLED
“REDUCING THE PRESENT RATE OF TARIFF DUTY ON CEMENT”

Executive Order No. 192 dated July 19, 1956, is hereby amended to read as follows:

“Upon prior investigation by, and recommendation of, the National Economic Council, I, Ramon Magsaysay, President of the Philippines, pursuant to the authority vested in me by Republic Act No. 1490, entitled ‘An Act declaring shortages in certain construction materials and authorizing the President of the Philippines to reduce tariff rates for such construction materials,’ do hereby reduce the present rate of tariff duty on portland cement by sixty-three (63%) per centum.”

Done in the City of Manila, this 24th day of August, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

RAMON MAGSAYSAY
President of the Philippines

By the President:
FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *Official Gazette of the Republic of the Philippines*, 52(10), 4498.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 201
ABOLISHING THE PRESIDENT'S SAN LUIS PROJECT COMMITTEE.

In view of the successful completion of the rural reconstruction project in the municipality of San Luis, province of Pampanga, I, RAMON MAGSAYSAY, President of the Philippines, by virtue of the powers vested in me by law, do hereby abolish the President's San Luis Project Committee created in Executive Order No. 36 dated May 22, 1954, as amended by Executive Order No. 143 dated December 19, 1955.

Executive Order No. 36 dated May 22, 1954, as amended, is hereby revoked.

Done in the City of Manila, this 3rd day of Sept., in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 202
ORGANIZING CERTAIN SITIOS WITHIN THE MUNICIPALITY OF ALORAN,
MISAMIS OCCIDENTAL, INTO MUNICIPAL DISTRICT UNDER
THE NAME OF CONCEPCION

Upon the recommendation of the Provincial Board of Misamis Occidental, and pursuant to the provisions of Section 68 of the Revised Administrative Code, and Section 2630 of the same Code, as amended by Republic Act No. 1515, there is hereby organized in the province of Misamis Occidental, a municipal district to be known as the Municipal District of Concepcion which shall consist of the sitios, which are hereby organized into barrios under the same names, of Upper Dioyo, Upper Salimpono, Upper Potongan, Concepcion, Laya-an, Potongan (Small), Capule, Maligubaan, Upper Mantokoy, Cuiban, Virayan, Pogan, Soso-on, Lengatongan, Casul and Upper Dapitan, all of the municipality of Aloran, with seat of government at the barrio of Concepcion.

As herein organized, the municipal district of Concepcion is bounded on the north by the present Aloran-Oroquieta boundary, as indicated and described in the Land Classification Map, Province of Misamis Occidental, certified June 24, 1954, by the Director of Forestry (L.C.-1762), on the west by the present Misamis Occidental-Zamboanga del Sur boundary line; on the south by a straight west-to-east imaginary line passing through Corner No. 35 of Project No. 16-D, Block II, classified as Alienable and Disposable land; and on the east by a straight north-to-south imaginary line which coincides with Longitude 123°38'.

The municipal district of Concepcion shall begin to exist upon the appointment and qualification of the Mayor, Vice-Mayor, and a majority of the Councilors thereof.

Done in the City of Manila, this 27th day of September, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 203
CREATING AN AIR NAVIGATION SERVICES COORDINATING COMMITTEE (ANSCC) IN
THE PHILIPPINES.

WHEREAS, the promotion of safety, regularity and efficiency of both civil and military flights utilizing the Philippine air space depends largely on the continuous coordination and cooperation between the users and providers of the common system of air navigation services;

WHEREAS, the users and providers of the common system of air navigation services in the Philippines are various governmental and private agencies including those of a foreign government; and

WHEREAS, the desired continuous coordination and cooperation between the said agencies can be best effected through a permanent body composed of responsible representatives from the various agencies having mutual or joint interest in the air navigation services;

NOW, THEREFORE, I, RAMON MAGSAYSAY, President of the Philippines, by virtue of the powers vested in me by law, do hereby order:

1. An Air Navigation Services Coordinating Committee (ANSCC) in the Philippines is hereby created to perform the following functions:

(a) To determine and correlate users' requirements of air navigation services and to coordinate with other agencies in the solution of problems on the following matters:

- (1) Designation of limits of control areas and control zones;
- (2) Evaluation of minimum instrument cruising levels;
- (3) Installation, operation, maintenance, alteration or decommissioning of radio aids to navigation;
- (4) Revision in the airways system;
- (5) Assignment of radio frequencies;
- (6) Aerodromes and ground aids;
- (7) Establishment of procedures to insure coordination of military activities affecting civil aviation with the Civil Aeronautics Administration.

(b) To investigate and study the adequacy of present air navigation services in the Philippines with the end in view of adopting ways and means of developing a truly common system for all civil and military flights, thereby promoting the highest degree of safety in the air spaces and efficiency of the system in terms of cost and quality of service rendered;

(c) To render the system responsive to the fast changing needs of aviation demanded by the ever increasing volume of traffic and the higher speeds of aircraft being developed, particularly with reference to radio aids requirements, air traffic control and communications procedures, and civil air regulations;

(d) To develop and recommend integrated policies to be carried out and actions to be taken by the participating agencies;

(e) To adopt rules of procedure for the Committee; and

(f) To deal with matters within its sphere of action not specifically mentioned herein.

2. The Air Navigation Services Coordinating Committee (ANSCC) in the Philippines shall be composed of the Civil Aeronautics Administrator or his authorized representative, as Chairman, and of representatives of the following offices:

a) Weather Bureau

b) Bureau of Telecommunications

c) Civil Aeronautics Administration

d) Philippine Air Force

4) Radio Control Division, Department of Public Works and Communications

f) Philippine Air Lines

g) Such other representatives as the Committee may invite to the Committee conferences as advisers or observers.

3. The Committee is authorized to solicit the regular participation as observers in the Committee of duly authorized representatives of the U.S. Air Force, Headquarters 13th Air Force; Commander U. S. Naval Forces (Philippines); Airline Pilots Association of the Philippines; U.S. CAA and the International Air Transport Association (IATA). These representatives may be invited to submit recommendations to the Committee on matters of joint interest.

4. The Committee shall have a Secretary and two stenographers to be supplied by the Civil Aeronautics Administration.

5. The Civil Aeronautics Administrator, as Chairman of the Committee, shall call a meeting at the earliest possible time to organize the Air Navigation Services Coordinating Committee (ANSCC) in the Philippines. The ANSCC shall elect such additional officers and create such sub-committees as may be necessary to carry out the purposes of this Executive Order.

Done in the City of Manila, this 9th day of Oct., in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 204

RENAMING THE CORREGIDOR-BATAAN NATIONAL SHRINES COMMISSION CREATED
UNDER EXECUTIVE ORDER NO. 58 DATED AUGUST 16, 1954, AS THE NATIONAL
SHRINES COMMISSION, MODIFYING THE MEMBERSHIP THEREOF, AND GIVING
IT ADDITIONAL FUNCTIONS.

Pursuant to the powers vested in me by law, I, RAMON MAGSAYSAY, President of the Philippines, do hereby order:

1. The Corregidor-Bataan National Shrines Commission created by Executive Order No. 58 dated August 16, 1954, is hereby renamed the National Shrines Commission and it shall be composed of the Secretary of National Defense, as Chairman, the Secretary of Agriculture and Natural Resources and the Secretary of Commerce and Industry, as Vice-Chairmen, the Secretary of Public Works and Communications, the Chief of Staff of the Armed Forces of the Philippines, the Civil Aeronautics Administrator, the President of the Philippine Association, the President of the Philippine Tourist and Travel Association, the National Commander of the War Veterans of the Philippines, Inc., and the Chairman of the Historical Workers Committee, as members.

2. In addition to the mission assigned to it by Executive Order No. 58, the Commission shall proceed to determine that other battlefields anywhere else in the country should be declared National Shrines and, once such areas are so declared officially, shall assume and exercise, in regard to them, the same duties and powers assigned to it with respect to the battlefield areas in Corregidor-Island and Bataan Province.

3. Executive Order No. 58 dated August 16, 1954, as amended by Executive Order No. 87 dated January 5, 1955, and Executive Order No. 94 dated February 7, 1955, is hereby further modified accordingly.

Done in the City of Manila, this 9th of October, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 205REVOKING EXECUTIVE ORDER NO. 196, ISSUED ON AUGUST 1, 1956, ANNEXING TO
THE MUNICIPALITY OF BORJA, PROVINCE OF BOHOL, CERTAIN BARRIOS OF THE
MUNICIPALITY OF CARMEN, SAME PROVINCE

Pursuant to the authority vested in me by law, and in the interest of the public welfare, I, RAMON MAGSAYSAY, President of the Philippines, hereby revoke Executive Order Numbered one hundred ninety six, issued on August 1, 1956, annexing to the Municipality of Borja, Province of Bohol, certain barrios of the Municipality of Carmen, same province.

The revocation herein made takes effect immediately.

Done in the City of Manila, this 12th day of October, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) RAMON MAGSAYSAY
President of the PhilippinesBy the President:
(SGD.) FORTUNATO DE LEON
Executive Secretary**Source: Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 206
CREATING A JOINT COMMITTEE FOR PHILIPPINE PARTICIPATION IN THE BRUSSELS
INTERNATIONAL EXPOSITION OF 1958.

In order to coordinate the efforts and activities of the governmental and private agencies that will participate in the Brussels Universal Exposition of 1958, I, RAMON MAGSAYSAY, President of the Philippines, do hereby create a Joint Committee to attend to the raising of funds and the preparation of plans for the participation of the Philippines in the said exposition.

The Joint Committee shall be composed of the following:

The Secretary of Commerce and Industry	Chairman
The Undersecretary of Foreign Affairs	Member
The Undersecretary of Agriculture and Natural Resources	"
The Director of Public Works	"
The Manager, Philippine Coconut Administration	"
The President, Chamber of Commerce of the Philippines	"
The President, Philippine Lumber Producers' Association, Inc.	"

The funds necessary for the participation of the Philippines in the exposition shall be raised from contributions of government-owned or controlled corporations and private entities.

The Committee shall attend to other duties, besides the raising of funds and the preparation of plans, such as the construction and decoration of the pavilion, the selection, gathering, packing and shipping of exhibits and the general management of the Philippine pavilion.

The Committee is hereby authorized to appoint a Secretary and other personnel.

Done in the City of Manila, this 13th day of October, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 207

ANNEXING TO THE MUNICIPALITY OF SAN JOSE, PROVINCE OF NEGROS ORIENTAL,
CERTAIN SITIOS OF THE BARRIO OF SIAPO, MUNICIPALITY OF AMLAN,
SAME PROVINCE.

Upon the recommendation of the Provincial Board of Negros Oriental and pursuant to the provisions of section sixty-eight of the Revised Administrative Code, the sitios of Binlang, Kanlipak, Solboron and all other sitios of the barrio of Siapo of the municipality of Amlan, province of Negros Oriental, are hereby segregated from the said municipality and annexed to the municipality of San Jose, same province.

This Order shall take effect immediately.

Done in the City of Manila, this 15th day of October, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 208
CREATING AN INTERIM REPARATIONS COMMITTEE.

Pending the creation by Congress of an office or body to carry into effect the Reparations Agreement between Japan and the Philippines signed on May 9, 1956, and the adoption by it of the policies, rules and procedure to be observed in the requisition and disposition of the reparations goods and services to be supplied by Japan, and in order to allow the widest possible participation by both the public and private elements of the country in the determination by the Government of the second and succeeding years' schedule of reparations goods and services to be supplied by Japan; and so as to provide for a provisional body or agency to receive the reparations goods and services from Japan, I, RAMON MAGSAYSAY, President of the Philippines, by virtue of the powers vested in me by the Constitution and laws, do hereby order:

SECTION 1. There is hereby created a Reparations Committee, hereinafter referred to as the Committee, composed of a Chairman and two members who shall be designated by the President of the Philippines.

SEC. 2. The Committee shall have the following powers, functions and duties:

(a) To prepare draft schedules for the second and succeeding years of the reparations goods and services to be requisitioned from Japan under the Reparations Agreement, which draft shall be submitted to the President of the Philippines through the National Economic Council reasonably in advance of the time required of our Government to submit its proposed schedule to Japan for the year involved.

(b) To receive, process, evaluate and make appropriate recommendations to the President of the Philippines on the applications filed by government offices and private parties for reparations goods and services that should be requisitioned from Japan, in accordance with the proposed draft schedule mentioned above.

(c) To receive, store and preserve, for such disposition as the proper authorities may eventually determine, the reparations goods and services to be supplied by Japan, a full inventory of which and the corresponding recommendations for their disposition are to be submitted to the President as soon as practicable.

(d) To draft and submit to the President of the Philippines for approval, within fifteen days from its organization, rules and regulations for the guidance of the public in regard, among other things, to the filing, processing and consideration of applications for reparations goods and services, which rules and regulations are to be given the widest possible publicity.

(e) To work in close cooperation and consultation with the National Economic Council so that there may be a coordinated effort in the implementation of the national economic policies by making appropriate recommendations for a judicious selection and disposition of the reparations goods and services.

SEC. 3. In the discharge of its duties and the promulgation of its rules and regulations, the Committee shall be guided by the following principles or considerations:

(a) Industries and activities determined by the National Economic Council as essential to the economic development of the country shall be given top priority in the requisition and disposition of reparations goods and services;

(b) Filipino citizens and corporations or associations the capital of which is wholly owned by such citizens shall be given preference in the award of reparations goods and services;

(c) The economic feasibility of the projects and the capability of the applicants to make maximum use of the goods and services involved shall always be taken into account.

SEC. 4. The Committee is authorized to call upon any department, bureau, office, agency or instrumentality of the Government for the detail of officials and employees and for such other assistance as it may need in the discharge and accomplishment of its tasks.

SEC. 5. This Order shall take effect immediately.

Done in the City of Manila, this 17th day of October, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 209
PROVIDING FOR THE IMPLEMENTING DETAILS FOR REORGANIZATION PLAN NO. 60
RELATIVE TO PUBLIC UTILITIES REGULATION AND LAND TRANSPORTATION

Pursuant to the powers vested in me by Republic Act Numbered Nine hundred and Ninety-seven, as amended by Republic Act Numbered One thousand two hundred and forty-one, and upon the recommendation of the Government Survey and Reorganization Commission, the following Implementing Details of Reorganization Plan No. 60 which relate to the Public Utilities Commission, the Bureau of Land Transportation and the Traffic Control Group of the Philippine Constabulary, are hereby promulgated to govern the organization, powers, duties and functions of said entities:

Organization of the Entities

Section 1. The organization, functions and operation of the Public Utilities Commission and Bureau of Land Transportation in the Department of Public Works, Transportation and Communications, hereinafter referred to as the “Department,” and of the Traffic Control Group of the Philippine Constabulary in the Department of National Defense, shall be in accordance with the provisions of Reorganization Plan No. 60, hereinafter referred to as the “Plan, and these Implementing Details.

Sec. 2. The organization of the Public Utilities Commission, as indicated in the following organization chart, shall consist of the Commission proper, Office of the Executive Secretary, Staff Aides, Statistics and Records Division, Finance and Rate Division, and Industrial Inspection and Meter Laboratory Division.

Sec. 3. The organization of the Bureau of Land Transportation as indicated in the following organization chart, shall consist the Office of the Director, Administrative Division, Statistics and Records Division, Regulation Division, and eight Regional Offices.

Sec. 4. The organization of the Traffic Control Group the Philippine Constabulary, as indicated in the following organization chart, shall consist of a Headquarters, and Traffic distributed among the Military Areas.

[Figure 1 - Organization Chart PUBLIC UTILITIES COMMISSION]

[Figure 2 - Organization Chart BUREAU OF LAND TRANSPORTATION]

[Figure 3 - Organization Chart REGIONAL OFFICES OF THE BUREAU OF LAND
TRANSPORTATION]

[Figure 4 - Organization Chart PHILIPPINE CONSTABULARY TRAFFIC CONTROL GROUP]

Sec. 5. The Secretary of the Department hereinafter referred to as the “Secretary,” is authorized to make such changes in organization, definition of functions and distribution of work among

entities in the Department as may be necessary to reflect changes in legislation, conditions, needs or workloads, provided, that no such changes may be made during fiscal year 1957 without specific approval of the President, and provided further, that any such changes must be in conformity with the general pattern of organization set forth in the plan. Authority to make such changes in the Public Utilities Commission is vested in the Executive Commissioner with the approval of said Commission. The Chief of Constabulary may make changes in the Traffic Control Group provided such changes are embraced within the policy of the Secretary of National Defense on the matter.

Functions of the Public Utilities Commission

Sec. 6. The functions, powers, duties and responsibilities of the Public Utilities Commission, hereinafter referred to as the “Commission” under this title, and of the officers and entities within it shall consist of those specified in Sections 22 through 52 of the Plan.

Sec. 7. The functions of the Office of the Executive Secretary of the Commission, in addition to those provided in Section 44 of the Plan, shall include among others liaison with other entities responsible for enforcement for the Commission, to ensure development of adequate enforcement programs, standards, and procedures, full execution of enforcement programs, and prompt reporting to the Commission. The Office of the Executive Secretary shall furnish clerical help to the other units of the Commission.

Sec. 8. Administrative and staff services, except for the collection of fees, shall be provided for the Commission by the administrative staff divisions of the Department. Pending establishment of such divisions as provided in Section 5 of the Plan, said services shall be provided by the Department as directed by the Secretary.

Sec. 9. Technical assistance and advice to the Commission shall be provided by the Planning Division and by the operating entities of the Department. Pending reorganization of the Department as a whole, said assistance and advice shall be provided by existing entities as directed by the Secretary.

Functions of the Bureau of Land Transportation

Sec. 10. The functions, powers, duties and responsibilities of the Bureau of Land Transportation, hereinafter referred to under this title as the “Bureau,” shall include but not be limited to inspecting public motor vehicle carriers for conformance with prescribed routes, schedules, rates, and loading limitations, inspecting the equipment of public motor vehicle carriers for mechanical adequacy, testing and sealing taximeters, registering motor vehicles, examining and licensing drivers, collecting fees in connection with said functions, promoting and developing motor vehicle and railroad service, and providing technical assistance to the Public Utilities Commission.

Sec. 11. The Administrative Division of the Bureau shall operate subject to policy instructions, standards, rules and regulations established by the administrative staff divisions in the Office of the Secretary and coursed through the Director of the Bureau. The Administrative Division shall have a Personnel Section, Budget and Finance Section, Correspondence Section, and General Services Section, with corresponding duties and responsibilities as follows:

- a. The Personnel Section shall have the following functions among others:
 - (1) act on matters concerning recruitment, appointment, promotion, transfer, attendance, leaves, and efficiency records;
 - (2) assist in preparation of position description and qualification standards;

-
- (3) administer a training program; and
 - (4) keep personnel records.
 - b. The Budget and Finance Section shall have the following functions among others:
 - (1) prepare initial budget estimates; and
 - (2) collect, disburse and account for funds.
 - c. The Correspondence Section shall have the following functions among others:
 - (1) receive, record and distribute incoming correspondence;
 - (2) file papers and documents of the Bureau; and
 - (3) provide mail service.
 - d. The General Services Section shall have the following functions among others:
 - (1) procure, store, distribute and manage use of supplies and equipment not available from the General Services Division of the Department;
 - (2) ship supplies and equipment to field offices; and
 - (3) keep custody of and inventory property, equipment and supplies.

Sec. 12. The functions of the Statistics and Records Division of the Bureau shall include but not be limited to preparing statistics on land transportation, administering a central depository of records on motor vehicles, and administering a central depository of drivers' license records. The Division shall have a Motor Vehicle Records Section, Drivers' License Section, and Statistics Section, with corresponding duties and responsibilities as follows:

- a. The Motor Vehicle Records Section shall have the following functions among others:
 - (1) keep systematic central records of motor vehicle registrations, inspection reports, reports of vehicles sold, stored or mortgaged, and reports of changes in serial or motor numbers; and
 - (2) check records submitted by Regional Offices.
 - b. The Drivers' License Section shall have the following functions among others:
 - (1) keep systematic central records of drivers' licenses, including limitations, penalties, suspensions, revocations and expirations, and advise promptly local offices thereof; and
 - (2) check records submitted by Regional Offices.
 - c. The Statistics Section shall have the following functions among others:
 - (1) compile and analyze statistics on all forms of land transportation, including all types of motor vehicles for whatever purpose used; and
 - (2) prepare annual and special reports of the Bureau.
-

Sec. 13. The functions of the Regulation Division of the Bureau shall include but not be limited to formulating rules, regulations, standards, programs and procedures for the guidance and compliance of Regional Offices, reviewing matters for administrative decision as to motor vehicle registration and driver licensing, and reviewing recommendations to be made to the Public Utilities Commission. The Division shall have an Examination and Licensing Section, Inspection and Registration Section, Public Utilities Section, and Review Section with corresponding duties and responsibilities as follows:

- a. The Examination and Licensing Section shall have the following functions among others:
 - (1) prepare driving tests and written examinations for administration in local offices;
 - (2) develop uniform and expeditious procedures for issuance of drivers' licenses;
 - (3) develop instructions and standards for enforcement of licensing laws, rules and regulations, including abolition of the so-called boundary and commission systems and establishment of minimum educational standards for drivers; and
 - (4) prepare pertinent sections of a field manual.
 - b. The Inspection and Registration Section shall have the following functions among others:
 - (1) develop standards and procedures for inspection of motor vehicles and rating as to capacity, gross weight, body construction and related factors;
 - (2) develop uniform and expeditious procedures for issuance of motor vehicle registration certificates and license plates by local offices;
 - (3) develop procedures and forms for reporting motor vehicle sales, storage, mortgages, and number changes;
 - (4) develop instructions and standards for enforcement of registration laws, rules and regulations; and
 - (5) prepare pertinent sections of a field manual.
 - c. The Public Utilities Section shall have the following functions among others:
 - (1) in collaboration with the staff of the Public Utilities Commission, formulate standards, programs and procedures for inspection of public carriers for conformance with routes, schedules, rates and load limitations prescribed by the Public Utilities Commission, and for inspection of carriers' vehicles as to mechanical adequacy;
 - (2) formulate standards, programs and procedures for testing and sealing taximeters;
 - (3) maintain a reference file of copies of certificates of public convenience and necessity issued by the Public Utilities Commission to motor vehicle carriers, and of pertinent decisions and orders of the Commission; and
 - (4) prepare pertinent sections of a field manual.
 - d. The Review Section shall have the following functions among others:
 - (1) review field reports and make recommendations to the Director of the Bureau concerning administrative disposition of registration matters;
 - (2) review court reports and make recommendations to the Director concerning suspension or revocation of drivers' licenses; and
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- (3) review field reports and formulate recommendations to the Public Utilities Commission concerning violations of regulations by certified public carriers.

Functions of Land Transportation Field Offices

Sec. 14. The functions, powers, duties and responsibilities of each Regional Office of the Bureau of Land Transportation shall include among others the following:

- a. administer, direct and coordinate all land transportation enforcement activities in the region, subject to authority delegated through the Assistant Director of the Bureau;
- b. execute and implement policy standards, rules, regulations and work plans laid down by appropriate headquarters entities; and
- c. render administrative decisions within the limits of delegated authority.

Sec. 15. The Bureau shall have eight Regional Offices, the respective jurisdictions, boundaries and headquarters offices of which shall be in conformance with Reorganization Plan No. 53-A, except for the following deviations:

- a. Region No. 2 shall include Nueva Ecija and the city of Cabanatuan.
- b. Region No. 3 shall exclude the province of Nueva Ecija and the city of Cabanatuan.
- c. Region No. 5 shall have regional headquarters at the City of Bacolod.
- d. Region No. 7 shall include the province of Misamis Oriental and the city of Cagayan de Oro, and shall have regional headquarters at Cagayan de Oro.
- e. Region No. 8 shall exclude the province of Misamis Oriental and the city of Cagayan de Oro.

Sec. 16. Each Regional Office of the Bureau shall have an Administrative Section and an Operations Section.

Sec. 17. Subject to policy instructions, standards, rules and regulations established by appropriate headquarters entities, and under the administrative supervision, direction and control of the Regional Supervisor, the Administrative Section shall have the following functions among others:

- a. prepare budget proposals for review and consolidation into Bureau and Departmental budgets;
- b. keep control over budgeted expenditures and account for the same;
- c. process requisitions for equipment and supplies and make corresponding purchases; and
- d. handle personnel matters.

Sec. 18. Subject to policy instructions, standards, rules and regulations established by appropriate headquarters entities, and under the administrative supervision, direction and control of the Regional Supervisor, the Operations Section shall supervise and coordinate the work of Local Offices of the Bureau.

Sec. 19. Local Offices of the Bureau shall operate under direct authority of Regional Offices, and under technical and administrative supervision of appropriate sections in the Regional Offices concerned. The functions of each Local Office shall include among others the following:

- a. give driving tests and written examinations to applicants for drivers' licenses;
- b. issue drivers' licenses;

-
- c. inspect and rate motor vehicles as to capacity, gross weight, body construction, and related factors;
 - d. issue motor vehicle registration certificates and license plates;
 - e. collect motor vehicle and drivers' license fees;
 - f. enforce drivers' license and motor vehicle registration requirements, and make investigations in connection therewith, with assistance from the Philippine Constabulary and from local police forces;
 - g. inspect public carriers for conformance with routes, schedules, rates, and load limitations prescribed by the Public Utilities Commission, and as to mechanical adequacy of vehicles, with assistance from the Philippine Constabulary and from local police forces; and
 - h. test and seal taximeters and collect fees therefor.

Functions of the Traffic Control Group of the Philippine Constabulary

Sec. 20. The functions, powers, duties and responsibilities of the Traffic Control Group of the Philippine Constabulary, hereinafter referred to as the "Group," under this title, shall include but not be limited to the enforcement of traffic and safety laws, rules and regulations, general supervision of local police forces as to the enforcement of traffic laws, rules and regulations, and assistance to the Bureau of Land Transportation in the enforcement of drivers' license and motor vehicle registration requirements and regulation of motor vehicle public carriers.

Sec. 21. The Headquarters of the Group shall have the following functions among others:

- a. supervise and coordinate traffic control operations of Traffic Teams;
- b. provide general supervision over traffic control operations of local police forces;
- c. develop instructions, standards, programs and procedures for traffic control operations;
- d. in collaboration with the Regulation Division of the Bureau of Land Transportation, develop instructions, standards, programs and procedures for assistance by Traffic Teams to the Bureau of Land Transportation in the enforcement of drivers' license and motor vehicle registration requirements and regulation of motor vehicle public carriers;
- e. plan and conduct educational campaigns to elevate the standard of proficiency of drivers;
- f. compile and analyze statistics on traffic accidents;
- g. study existing traffic laws and recommend revisions and additions;
- h. collaborate with the Bureau of Highways and Airports in the study of safety factors in highway design and construction; and
- i. prepare a field manual.

Sec. 22. The Traffic Teams of the Group shall have the following functions among others:

- a. enforce traffic and safety laws, rules and regulations;
 - b. arrest violators and conduct them to or require their appearance at the proper court;
 - c. coordinate with local police forces to provide maximum coverage without duplication of main-travelled highways, roads and streets; and
 - d. assist field offices of the Bureau of Land Transportation in the enforcement of drivers' license and motor vehicle registration requirements and regulation of motor vehicle public carriers.
-

Sec. 23. The Secretary of National Defense may, upon the recommendation of the Chief of Constabulary, designate from time to time officers and enlisted men of the Armed Forces, other than members of the Philippine Constabulary, of the rank of Sergeant and above, to assist the Traffic Control Group in its mission of traffic control.

Personnel of the Entities

Sec. 24. The personnel structure for the entities covered by these Implementing Details from the effective date of these Implementing Details to June 30, 1957 shall conform to the staffing pattern provided elsewhere in these Implementing Details.

Sec. 25. Except where the law provides otherwise, and subject to further limitations in the following section as to the staff of the Public Utilities Commission, all appointments to positions authorized in the staffing pattern shall be subject to the requirements of the civil service and other personnel laws, rules and regulations, provided, that all personnel in the present staff who meet such requirements shall be employed before consideration is given to the employment of other persons, subject to the approval of the Government Survey and Reorganization Commission and the President.

Sec. 26. Subordinate personnel of the present staff of the Public Service Commission and Civil Aeronautics Board who meet civil service requirements, the required qualifications standards for positions in the staffing pattern, and who have proved themselves competent, efficient and trustworthy, shall be employed before consideration is given to the employment of other persons, subject to the approval of the Government Survey and Reorganization Commission and the President.

Sec. 27. The personnel of the Traffic Control Group of the Philippine Constabulary shall consist of officers and enlisted men of the Armed Forces, provided, that civilian personnel may be employed to perform clerical functions, with corresponding reduction in the number of enlisted men.

Reallocation of Appropriations

Sec. 28. From the total appropriations authorized for the period from July 1, 1956 to June 30, 1957, consisting of the following:

a.	Under Republic Act Numbered 1600	
	(1) For the Public Service Commission in the Department of Justice	₱637,535.00
	General Fund	₱ 559,345.00
	Special Fund	78,190.00
	(2) For the Motor Vehicles Office in the Department of Public Works and Communications	774,585.00
	Special Fund	774,585.00
	(3) For the Civil Aeronautics Board in the Department of Commerce and Industry	19,695.00
	General Fund	19,695.00
	(4) For enforcement of traffic laws by the Philippine Constabulary in the Department of National Defense	178,520.00
b.	From the Motor Vehicles Fund	<u>950,556.06</u>
	TOTAL APPROPRIATIONS	<u>₱2,560,891.06</u>

the following sums, subject to adjustment by the Commissioner of the Budget based on the unexpended balance of appropriations available as of the effective date of these Implementing Details,

are reallocated for the operation of the entities hereinafter listed during the period from July 1, 1956 to June 30, 1957, except where otherwise provided:

A. Funds Transferred Out

The following sums are transferred to entities other than those covered by these Implementing Details:

To the Budget Commission, savings available for implementation of Reorganization Plan No. 2-A		<u>₱ 191,290.00</u>
TOTAL FUNDS TRANSFERRED OUT		<u>₱ 191,290.00</u>

B. Current Operating Expenditures

(I) PUBLIC UTILITIES REGULATION

PROGRAM I: AUTHORIZATION AND REGULATION OF PUBLIC UTILITIES

For authorization and regulation of public utilities, including consideration and issuance of certificates of public convenience and necessity, promulgation of regulations and regulatory decisions, inspection of industrial public utilities, and general administration, provided, that in addition to the amount appropriated ₱14,588 shall be paid out of receipts automatically appropriated for accounting services to be disbursed by the Budget Commission

.....	<u>₱466,940.00</u>
(1) Certification of Public Convenience and Necessity	 ₱ 361,780.00
(2) Inspection of Industrial Public Utilities	 105,160.00

The total current operation expenditures authorized for the Public Utilities Commission shall be paid out of the following funds:

a. General Fund		<u>₱ 388,750.00</u>
b. Standardizing Meter Laboratory Revolving Fund		78,190.00

(2) BUREAU OF LAND TRANSPORTATION

PROGRAM I: ADMINISTRATION OF MOTOR VEHICLE LAWS

For enforcement in matters of motor transportation, including inspecting public carriers for conformance with prescribed routes, rates, schedules, and loading limitations, testing and sealing taximeters and mechanical inspections, and for enforcement of the Motor Vehicle Law, including inspecting and registering motor vehicles and examining and licensing drivers, and for general administration, provided, that out of the amount herein authorized, ₱146,421.00 shall be available for the purchase of not more than 18 police model sedans, motorcycles and related equipment, the vehicles to bear prominent letterings as such, not more than one sedan to be assigned to the headquarters of the Bureau, at least one sedan to be assigned to each region, and the balance to be assigned among the regions outside Manila as circumstances warrant, provided further, that all collections for services performed by the Bureau of Land Transportation, including inspection of Public carriers and testing and sealing taximeters, shall be credited to the Motor Vehicles Fund, provided further, that of the amount authorized ₱27,600.00 shall be available for employment of temporary and emergency helpers at minimum rates to cope with seasonal increases in workload in licensing and registration, and provide finally, that of the amount authorized, ₱15,580.00 and

₱16,770.00 shall be reimbursed to the Budget Commission and the General Auditing Office for accounting and auditing services, respectively	₱1,024,230.00
(1) Recording Registration and Licenses	₱65,540.00
(2) Policy Guidance and Consultative Services	54,840.00
(3) Compliance and Enforcement Activities	780,525.00
(4) General Administration	125,325.00
The total current operating expenditures authorized for the Bureau of Land Transportation shall be paid out of the following fund:	
a. Motor Vehicles Fund	₱1,024,230.00

(3) PHILIPPINE CONSTABULARY (in part)

PROGRAM III: LAW ENFORCEMENT AND MAINTENANCE OF PEACE AND ORDER

(3) Enforcement of Traffic	₱ 878,431.06
(a) General Fund	₱ 178,520.00
(b) Motor Vehicles Fund	699,911.06

Provided, that out of the amount herein authorized and without prejudice to retaining the army vehicles in present use, ₱260,304.00 shall be available for the purchase of not more than 32 police model sedans, motorcycles and related equipment, the vehicles to bear prominent letterings as such, one sedan to be assigned to each Traffic Team; provided further, that the Chief of Constabulary is authorized to shift any of such sedans, motorcycles or related equipment among Traffic Teams in the different military areas as may be deemed advisable for the efficiency of the service; and provided finally, that of the amount authorized from the Motor Vehicles Fund, ₱10,621.00 and ₱14,587.00 shall be reimbursed to the Budget Commission and the General Auditing Office for accounting and auditing services, respectively.

TOTAL CURRENT OPERATING EXPENDITURES ₱2,369,601.06

Staffing Pattern

Sec. 29. The following staffing pattern by project activity is provided for the entities covered by these Implementing Details for the period from the effective date of these Implementing Details to June 30, 1957, subject to the provisions of Reorganization Plans Nos. 1-A, 2-A, and 3-A:

Public Utilities Commission

PROGRAM I: AUTHORIZATION AND REGULATION OF PUBLIC UTILITIES

Project 1: Certification of Public convenience and necessity.

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
OFFICE OF THE COMMISSIONERS			
Public Utilities Commissioner	6	(58)	₱ 66,000.00
	6		₱ 66,000.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
OFFICE OF THE EXECUTIVE SECRETARY			
Court Officer IV (Executive Secretary)	1	(50)	₱ 6,000.00
Principal Transportation Inspector (Supervising Enforcement Liaison Officer)	1	(40)	3,120.00
Legal Officer II	1	(37)	3,720.00
Transportation Inspection Field Supervisor (Enforcement Liaison Officer)	3	(36)	9,360.00
Legal Officer I	2	(34)	6,240.00
Assistant Board Secretary	1	(34)	3,480.00
Court Decision Reporter	1	(34)	3,480.00
Supply Officer I	1	(31)	2,580.00
Secretary	1	(30)	2,580.00
Stenographic Reporter	6	(30)	17,640.00
Cashier II	1	(28)	2,160.00
Senior Stenographer	6	(27)	15,480.00
Stenographer	7	(25)	13,440.00
Clerk II	5	(25)	9,000.00
Clerk I	11	(23)	15,840.00
Cash Clerk	2	(23)	2,880.00
Court Attendant	3	(22)	4,320.00
Clerical Aide	4	(18)	5,760.00
	<u>57</u>		<u>₱127,080.00</u>
OFFICE OF THE STAFF AIDES			
Chief Utilities Regulation Engineer (Industrial Aide)	1	(48)	₱ 6,000.00
Public Utilities Service Adviser (Land Transportation Aide)	1	(47)	6,000.00
Public Utilities Service Adviser (Maritime Aide)	1	(47)	6,000.00
Public Utilities Service Adviser (Aviation Aide)	1	(47)	6,000.00
Public Utilities Service Adviser (Communication Aide)	1	(47)	6,000.00
Transportation Service Analyst	5	(40)	17,400.00
	<u>10</u>		<u>₱ 47,400.00</u>
FINANCE AND RATE DIVISION			
Finance and Rate Regulation Officer (Finance and Rate Adviser)	1	(47)	₱ 6,000.00
Assistant Finance and Rate Regulation Officer	1	(44)	5,400.00
Field Corporation Auditor	7	(41)	24,360.00
Economist II	1	(39)	3,960.00
Economist I	1	(34)	3,120.00
	<u>11</u>		<u>₱42,840.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
STATISTICS AND RECORDS DIVISION			
Chief (by detail – Court Officer IV)	—		
Statistician II	1	(38)	₱ 3,480.00
Records Officer II	1	(33)	2,580.00
Senior Clerk	1	(27)	3,120.00
Statistical Aide	2	(25)	2,880.00
	<u>5</u>		<u>₱ 12,060.00</u>
Total Permanent Positions – Salary (Project 1)	<u>89</u>		<u>₱295,380.00</u>

Project 2: Inspection of industrial public utilities.

INDUSTRIAL INSPECTION AND METER LABORATORY DIVISION

Chief (by detail – Chief Utilities Regulation Engineer)			
Supervising Utilities Regulation Engineer	1	(42)	₱ 5,400.00
Utilities Regulation Engineer II	2	(39)	7,920.00
Utilities Regulation Engineer I	12	(36)	37,440.00
Supervising Precision Instrument Technician	1	(31)	3,480.00
Precision Instrument Technician II	2	(27)	3,360.00
Precision Instrument Technician I	19	(24)	27,360.00
Total Permanent Positions – Salary – (Project 2)	<u>37</u>		<u>₱ 84,960.00</u>
Total Permanent Positions for Public Utilities Commission - Salary	<u>126</u>		<u>₱380,340.00</u>

Bureau of Land Transportation

PROGRAM I: ADMINISTRATION OF MOTOR VEHICLE LAWS.

Project 1: Recording registrations and licenses.

STATISTICS & RECORDS DIVISION

Motor Vehicles Regulation Supervisor (Chief of Division)	1	(42)	₱ 3,300.00
Stenographer	1	(25)	1,440.00
Clerical Aide	1	(18)	1,440.00

Motor Vehicle Records Section

Records Officer I (Chief of Section)	1	(30)	₱ 2,400.00
Clerk II	1	(25)	1,440.00
Clerk I	5	(23)	7,200.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Driver's License Section</u>			
Records Officer I (Chief of Section)	1	(30)	₱ 2,400.00
Clerk II	1	(25)	1,440.00
Clerk I	5	(23)	7,200.00
<u>Statistics Section</u>			
Statistician I (Chief of Section)	1	(33)	₱ 2,400.00
Statistical Aide	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
Division Total –	20		₱ 33,540.00
Total Permanent Positions – Salary (Project 1)	<u>20</u>		<u>₱ 33,540.00</u>
Project 2: <u>Policy guidance and consultative services.</u>			
REGULATION DIVISION			
Motor Vehicle Regulation Supervisor (Chief of Division)	1	(42)	₱ 3,300.00
Stenographer	1	(25)	1,840.00
Clerk I	1	(23)	1,440.00
<u>Inspection and Registration Section</u>			
Senior Motor Vehicles Inspector (Chief of Section)	1	(31)	₱ 2,400.00
Clerk II	1	(25)	1,440.00
Clerical Aide	2	(18)	2,880.00
<u>Examination and Licensing Section</u>			
Senior Driver-Examiner (Chief of Section)	1	(29)	₱ 2,400.00
Clerk II	1	(25)	1,440.00
Clerical Aide	2	(18)	2,880.00
<u>Public Motor Vehicle Section</u>			
Senior Transportation Inspector (Chief of Section)	1	(33)	₱ 2,400.00
Clerk II	1	(25)	1,440.00
Clerical Aide	1	(18)	1,440.00
<u>Review Section</u>			
Legal Officer II (Chief of Section)	1	(37)	₱ 3,120.00
Legal Officer I	1	(34)	3,120.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Stenographer	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
Division Total –	<u>18</u>		<u>₱ 34,380.00</u>
Total Permanent Positions – Salary (Project 2)	<u>18</u>		<u>₱ 34,380.00</u>

Project 3: Compliance and enforcement activities.

REGIONAL OFFICES

Land Transportation Regional Director (Regional Supervisor)	8	(42)	₱ 19,740.00
Motor Vehicle District Supervisor	8	(37)	14,640.00
Assistant Motor Vehicle District Supervisor	3	(35)	5,040.00
Administrative Assistant I	8	(35)	13,440.00
Motor Vehicle Investigator	11	(29)	15,840.00
Senior Clerk	8	(27)	11,520.00
Clerk II	8	(25)	11,520.00
Stenographer	<u>8</u>	(25)	<u>11,520.00</u>
	62		<u>₱103,260.00</u>

LOCAL OFFICES

Motor Vehicle Registrar III	27	(33)	₱ 45,600.00
Senior Motor Vehicle Inspector	1	(31)	2,400.00
Motor Vehicle Registrar II	15	(31)	21,600.00
Motor Vehicle Registrar I	18	(29)	25,920.00
Motor Vehicle Inspector	60	(29)	87,480.00
Senior Driver Examiner	1	(29)	1,920.00
Driver Examiner	60	(25)	86,400.00
Senior Cash Clerk	7	(25)	10,480.00
Clerk II	60	(25)	86,400.00
Clerk I	<u>11</u>	(23)	<u>15,840.00</u>
	260		<u>₱ 384,040.00</u>
Total Permanent Positions-Salary	<u>322</u>		<u>₱ 487,300.00</u>
Temporary and Emergency Employees			27,600.00
Total for Project 3			<u>₱514,900.00</u>

Project 4: General Administration

OFFICE OF THE DIRECTOR

Director of Land Transportation	1	(58)	₱ 7,200.00
Assistant Director of Land Transportation	1	(52)	6,000.00
Secretary	1	(30)	1,800.00
Senior Stenographer	1	(27)	1,800.00
Clerical Aide	1	(18)	1,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
ADMINISTRATIVE DIVISION			
Administrative Officer II (Chief of Division)	1	(45)	₱ 3,480.00
Stenographer	1	(25)	1,440.00
Clerical Aide	1	(18)	1,440.00
<u>Personnel Section</u>			
Personnel Officer I (Chief of Section)	1	(37)	₱ 2,580.00
Training Officer	1	(36)	2,400.00
Personnel Aide	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
<u>Budget and Finance Section</u>			
Budget Officer I (Chief of Section)	1	(39)	₱ 2,760.00
Senior Cashier	1	(30)	1,920.00
Budget Aide	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
<u>Correspondence Section</u>			
Records Officer I (Chief of Section)	1	(30)	₱ 2,400.00
Clerk II	1	(25)	1,440.00
Clerk I	2	(23)	2,880.00
Clerical Aide	1	(18)	1,440.00
<u>General Services Section</u>			
Administrative Assistant II (Chief of Section)	1	(37)	₱ 2,580.00
Senior Storekeeper	1	(29)	1,800.00
Storekeeper I	1	(23)	1,440.00
Clerk I	4	(23)	5,760.00
Rough Painter	1	(18)	1,440.00
Groundsman-Gardener	2	(14)	2,880.00
Laborer	4	(14)	5,760.00
Officer of Director and Administrative			
Division Total – Salary	<u>35</u>		<u>₱ 69,840.00</u>
Bureau Summary			
Total Permanent Positions – Salary	<u>395</u>		₱ 624,060.00
Temporary and Emergency Employees			27,600.00
GRAND TOTAL FOR BUREAU –			<u>₱ 651,660.00</u>

PROGRAM III: LAW ENFORCEMENT AND MAINTENANCE OF PEACE AND ORDER

Project 3. Enforcement of Traffic

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>TRAFFIC CONTROL GROUP</u>			
Headquarters (including suburbs of Manila and Rizal Province)			
Colonel	1		₱ 11,460.00
Lieutenant-Colonel	1		9,226.08
Major	2		14,937.70
Captain	6		37,384.56
Master Sergeant	2		4,280.00
Technical Sergeant	7		13,860.00
Staff Sergeant	4		6,576.00
Sergeant	7		10,668.00
Corporal	8		16,225.44
	38		₱ 124,617.78
<u>First Military Area</u>			
Captain	9		₱ 56,076.84
Technical Sergeant	9		17,820.00
Staff Sergeant	9		14,796.00
Sergeant	9		13,716.00
	36		₱ 102,408.84
<u>Second Military Area</u>			
Captain	6		₱ 37,384.56
Technical Sergeant	6		11,880.00
Staff Sergeant	6		9,864.00
Sergeant	6		9,144.00
	24		₱ 68,272.56
<u>Third Military Area</u>			
Captain	7		₱ 43,615.32
Technical Sergeant	7		13,860.00
Staff Sergeant	7		11,508.00
Sergeant	7		10,668.00
	28		₱ 79,651.32

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Fourth Military Area</u>			
	6		₱ 37,384.56
Captain			
Technical Sergeant	6		11,880.00
Staff Sergeant	6		9,864.00
Sergeant	<u>6</u>		<u>9,144.00</u>
	24		₱ 68,272.56
Total Permanent Positions—Salary	<u>150</u>		<u>₱ 443,223.06</u>

Effect of the “General Provisions” of Republic Act Numbered 1600

Sec. 30. The “General Provisions” of Republic Act Numbered 1600, to which reference is hereby made, shall remain in full force and effect, except that:

- a. Section 16, “Officials entitled to transportation allowance”, is modified to include the Director of Land Transportation, and six Public Utilities Commissioners as among those officials granted commutable transportation allowance of one hundred pesos each per month, and to exclude therefrom the Public Service Commissioner, two Associate Commissioners of the Public Service Commission and Chief of the Motor Vehicles Office, whose positions are abolished.
- b. Section 17, “Bureaus and offices entitled to use, operate and maintain government motor vehicles and launches” is modified to include the Bureau of Land Transportation for enforcement and general service purposes, and to exclude the Motor Vehicles Office, which is abolished.

Transitory Provisions: Civil Aeronautics

Sec. 31. Pending organization of the Bureau of Civil Aviation and Bureau of Highways and Airports as provided in Sections 8 and 11 of the Plan, the Civil Aeronautics Administration is transferred in toto to the Department from the Department of Commerce and Industry.

Delegation of Authority

Sec. 32. Any delegation of authority required or authorized by these Implementing Details shall be in writing; shall indicate to which officer or class of officers or employees the delegation is made; shall define the extent to which each delegatee will be held responsible for results; and shall vest each delegatee with sufficient authority to enable him to discharge his assigned responsibility. Such delegations, where specifically provided by these Implementing Details, shall be within the limits of the provisions of these Implementing Details; provided, that nothing in this Section shall be construed to prevent other delegations.

Partial Invalidity

Sec. 33. If any provision of the Implementing Details should be held invalid, the other provisions shall not be affected thereby.

Timing of Administrative Actions

Sec. 34. The Secretary shall direct the orderly scheduling of Transfers, changes and other transitional actions required by the Plan and by these Implementing Details within sixty days from the effective date of the Implementing Details.

Done in the City of Manila, this 19th day of October, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) RAMON MAGSAYSAY
President of the Philippines

By the President:
(SGD.) FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 210
CREATING THE BARRIO OF CAWAYAN IN THE MUNICIPALITY OF BADAJOZ,
PROVINCE OF ROMBLON

Upon the recommendation of the Provincial Board of Romblon and pursuant to the provisions of Section sixty-eight of the Revised Administrative Code, there is hereby created in the municipality of Badajoz, province of Romblon, a barrio to be known as the barrio of Cawayan to consist of the sitios of Panas, Cawayan, Gorda, Bakong and Altor, all of the barrio of Mahabangbaybay of said municipality. The barrio of Mahabangbaybay shall have its present territory minus that comprised in the sitios included in the barrio of Cawayan.

This Order shall take effect immediately.

Done in the City of Manila, this 29th day of October, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 211
ALLOWING RESERVE OFFICERS OF THE ARMED FORCES OF THE PHILIPPINES TO POSSESS
FIREARMS UNDER SPECIAL PERMIT, ETC.

Pursuant to the powers in me vested by law, I, RAMON MAGSAYSAY, President of the Philippines, do hereby order:

SECTION 1. For the purpose of developing proficiency in the use of firearms among commissioned officer reserves of the Armed Forces of the Philippines, Reserve Officers both on active duty or inactive status may be authorized to possess firearms subject to conditions herein provided.

SECTION 2. Reserve Officers may be authorized by the Chief of Constabulary to possess firearms by virtue of this Executive Order upon certification by The Adjutant General, Armed Forces of the Philippines, that applicant is a commissioned officer in the Reserve Force, Armed Forces of the Philippines, and has had previous training or instruction in the handling of firearms and in marksmanship.

SECTION 3. The following firearms may be authorized under Special Permit:

(a) One official sidearm, .45 caliber pistol or a .30 caliber carbine, or both, at the discretion of the Chief of Constabulary.

(b) Additional firearms of target model only.

(c) Souvenir firearms; provided that the arms shall first be demilitarized; and provided further that any part removed in the process of demilitarization shall be deposited with the Philippine Constabulary.

SECTION 4. Firearms other than those authorized in the preceding section may be possessed under Regular License subject to the general requirements and policies governing issuance of regular licenses.

SECTION 5. Firearms heretofore licensed to Reserve Officers in excess of or which could not be authorized under this Executive Order may be purchased by the Government or deposited with the Philippine Constabulary until such time as the owner may qualify for or otherwise lawfully dispose of same.

SECTION 6. Executive Order No. 279, s-40, is hereby rescinded.

SECTION 7. This Order shall take effect immediately.

Done in the City of Manila, this 5th day of November, in the year of Our Lord, 1956 and of the Independence of the Republic of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 212

AMENDING THE FOURTH PARAGRAPH OF EXECUTIVE ORDER NO. 298 DATED AUGUST 12, 1940, ENTITLED “PRESCRIBING THE AUTOMATIC RENEWAL OF CONTRACTS, REQUIRING PUBLIC BIDDING BEFORE ENTERING INTO NEW CONTRACTS, AND PROVIDING EXCEPTIONS THEREFOR,” AS INSERTED BY EXECUTIVE ORDER NO. 146 DATED DECEMBER 27, 1955.

The fourth paragraph of Executive Order No. 298 dated August 12, 1940, as inserted by Executive Order No. 146 dated December 27, 1955, is hereby amended to read as follows:

“However, highway district engineers, city engineers, or project engineers can make direct purchases with any known company in their respective province, or in nearby provinces, of spare parts for machineries and equipment used in public works which are of the make of the company and at its prices, less the usual discount extended to government offices and another discount for cash purchases, provided that if such purchases exceed ₱3,000.00 per month, prior authority shall be secured from the Secretary of Public Works and Communications; and, provided, further, that except in cases of urgently needed spare parts for immediate use and not for the purpose of carrying them in stock, the approval of the Auditor General or his authorized representative shall be secured before such direct purchases are made.”

Done in the City of Manila, this 6th day of November, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 213

REQUIRING ALL DEPARTMENTS, BUREAUS, OFFICES, AGENCIES, INSTRUMENTALITIES AND POLITICAL SUBDIVISIONS OF THE GOVERNMENT, INCLUDING THE CORPORATIONS OWNED OR CONTROLLED BY THE GOVERNMENT, THE ARMED FORCES, GOVERNMENT HOSPITALS AND PUBLIC EDUCATIONAL INSTITUTIONS TO BUY FROM THE NATIONAL RICE AND CORN CORPORATION AND THE CENTRAL COOPERATIVE EXCHANGE, INC., WHENEVER AVAILABLE, ALL THEIR REQUIREMENTS FOR RICE.

WHEREAS, it is the policy of the Government to help the Filipino farmers and to patronize commodities sold by corporations owned or controlled by it; and

WHEREAS, the National Rice and Corn Corporation and the Central Cooperative Exchange, Inc., which is the central marketing body of all the farmers cooperative marketing associations, have in stock from time to time rice of different varieties which can be procured at much lower prices;

NOW, THEREFORE, I, RAMON MAGSAYSAY, President of the Philippines, by virtue of the powers vested in me by law, do hereby order:

1. All requisition for rice needed by all Departments, bureaus, offices, agencies, instrumentalities and political subdivisions of the Government, including the corporations owned or controlled by the Government, the Armed Forces, government hospitals and public educational institutions shall be forwarded to the National Rice and Corn Corporation and the Central Cooperative Exchange, Inc. for the purpose of filling such requisitions, whenever available, from the stocks outside of what might have been reserved to meet the requirements of the consuming public.

2. The National Rice and Corn Corporation and the Central Cooperative Exchange, Inc., in the case of government-owned or controlled corporations, shall furnish the Bureau of Supply with samples of its rice together with all specifications of quality and quantity thereof which are available every quarter of the year.

3. Unjustifiable specifications of quality of the rice required made in said requisitions shall be considered as a circumvention of the provisions of this Order and shall be disregarded.

4. For the implementation of this Order, the Office of Economic Coordination, upon recommendation of the National Rice and Corn Corporation and the Central Cooperative Exchange, Inc., is hereby empowered to promulgate such supplementary rules and regulations as may be deemed necessary.

Executive Order No. 538 dated October 21, 1952, is hereby revoked.

Done in the City of Manila, this 12th day of November, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACANANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 214
CREATING THE MUNICIPALITY OF CARMEN IN THE PROVINCE OF COTABATO

Upon the recommendation of the Provincial Board of Cotabato and pursuant to the provisions of section sixty-eight of the Revised Administrative Code, there is hereby created in the province of Cotabato a municipality to be known as the municipality of Carmen to consist of the following barrios and sitios:

Carmen	Maangal
Kalingan	Lanon
Kibayao	Kadiis
Pakan	Tambal
Manarapan	Lebpas
Tacupan	Malitubog
Kitulas	Banisilan
Aroman	Kitubod
Kibudtungan	Tawantawan
Liliongan	Kalawag

all of the municipality of Kabacan, same province, with the seat of government at the barrio of Carmen. The municipality of Carmen as herein organized shall have the following boundaries:

“Beginning at a point on Mt. Piapayungan on the Cotabato-Lanao boundary; thence, following the said boundary to a point on the Lanao-Bukidnon and Cotabato Provinces meet; thence, following the Cotabato-Bukidnon boundary line in a southerly direction till it meets the Mulita River; thence, following the Mulita River to the junction of Pulangi River; thence, following the Pulangi River or Rio Grande to Carmen Ferry; thence, following the Sayre Highway northward to the center line of the bridge No. 383.82 on Sanubun Creek on the said Highway; thence, going northwest to the junction of Maridagao and Malitubog Rivers; thence, following the old boundary line of Kabacan and Pikit and Midsayap boundary meet; thence, following the old boundary line of Kabacan and Midsayap in a northerly direction to Mt. Piapayungan on the Cotabato-Lanao boundary, the point of Beginning.” (This discription is based on the data shown in the sketch of the proposed municipality of Carmen, Scale 1: 250,000, prepared and submitted by the Highway District Engineer of Cotabato)

The Municipality of Kabacan shall have its present territory minus the portion thereof which are included in the territory of the municipality of Carmen, as delimited above.

The municipality of Carmen shall begin to exist upon the appointment and qualification of the mayor, vice-mayor, and a majority of the councilors thereof and upon the certification by the Secretary of Finance that said municipality is financially capable of implementing the provisions of the Minimum Wage Law and providing for all the statutory obligations and ordinary essential services of a regular municipality and that the mother municipality of Kabacan, after the segregation therefrom of the territory comprised in the municipality of Carmen, can still maintain creditably its municipal government, meet all statutory and contractual obligations and provide for essential municipal services.

Done in the City of Manila, this 15th day of November, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 215

AMENDING EXECUTIVE ORDER NO. 524 DATED AUGUST 12, 1952, ENTITLED
“REQUIRING ALL DEPARTMENTS, BUREAUS, OFFICES, AGENCIES, INSTRUMENTALITIES
AND POLITICAL SUBDIVISIONS OF THE GOVERNMENT, INCLUDING THE
CORPORATIONS OWNED AND CONTROLLED BY THE GOVERNMENT, THE ARMED
FORCES, GOVERNMENT HOSPITALS, AND PUBLIC EDUCATIONAL INSTITUTIONS TO BUY
FROM THE TEXTILE MILLS OF THE NATIONAL DEVELOPMENT COMPANY, WHENEVER
AVAILABLE, ALL THEIR REQUIREMENTS FOR CLOTHING MATERIALS.”

In order to develop the ramie industry and to make available to government users a more durable clothing material at prices comparable to those of cotton cloth, I, RAMON MAGSAYSAY, President of the Philippines, do hereby amend Executive Order No. 524 dated August 12, 1952, by adding thereto a new paragraph to read as follows:

“5. This Order shall not apply to requisitions for ramie materials, in which case such requisitions shall be filed with the Agricultural Credit and Cooperative Financing Administration (ACCFA) without coursing the same through the National Development Company.”

Done in the City of Manila, this 17th day of November, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 216PROVIDING FOR THE IMPLEMENTING DETAILS FOR REORGANIZATION PLAN NO. 30-A
RELATIVE TO AGRICULTURE AND NATURAL RESOURCES

Pursuant to the powers vested in me by Republic Act Numbered Nine hundred and ninety-seven, as amended by Republic Act Numbered One thousand two hundred and forty-one, and upon the recommendation of the Government Survey and Reorganization Commission, the following Implementing Details of Reorganization Plan No. 30-A which relate to Agriculture and Natural Resources, are hereby promulgated to govern the organization, powers, duties and functions of the Department of Agriculture and Natural Resources and its subordinate entities:

ORGANIZATION OF THE DEPARTMENT OF AGRICULTURE AND
NATURAL RESOURCES

Section 1. The organization, functions, and operation of the Department of Agriculture and Natural Resources, hereinafter referred to as the "Department," shall be in accordance with the provisions of Reorganization Plan No. 30-A, hereinafter referred to as the "Plan," and these Implementing Details.

Sec. 2. The organization of the Department, as graphically depicted in the following organization charts, shall consist of the Office of the Secretary which includes the Secretary, the Undersecretaries and the Assistant to the Secretary; seven (7) departmental staff divisions, namely: Budget and Finance Division, Personnel Division, General Services Division, Legal Division Technical Plans and Schedules Division, Agricultural Economics Division, and Agricultural Information Division; and eight (8) regularly operating bureaus, namely: Bureau of Forestry Bureau of Soils, Bureau of Mines, Bureau of Fisheries, Bureau of Forestry and Bureau of Lands: Parks and Wildlife Office and Agricultural Tenancy Commission; five (5) corporations, namely: Philippine Coconut Administration, Philippine Sugar Institute, Abaca Corporation of the Philippines, Philippine Tobacco Administration and National Resettlement and Rehabilitation Administration; and in an advisory capacity, the Parks and Wildlife Committee and the National Agricultural and the National Forestry Councils.

Sec. 3. The Secretary of Agriculture and Natural Resources, hereinafter referred to as the "Secretary," is authorized to make such changes in organization, definition of functions and distribution of work among entities in the Department as may be necessary to reflect changes in legislation, conditions, needs or workloads: Provided, That no such changes may be made during fiscal year 1957 without specific approval of the President: And provided, further, That any such changes must be in conformity with the general pattern of organization set forth in the Plan and these Implementing Details.

[Figure 1. Organization Chart - DEPARTMENT OF AGRICULTURE AND NATURAL RESOURCES]

[Figure 2. Organization Chart - OFFICE OF THE SECRETARY AND
DEPARTMENTAL STAFF DIVISION]

[Figure 3. Organization Chart - OFFICE OF THE DIRECTOR]

[Figure 4. Organization Chart - OFFICE OF THE DIRECTOR]

[Figure 5. Organization Chart – BUREAU OF FISHERIES]

[Figure 6. Organization Chart – BUREAU OF MINES]

[Figure 7. Organization Chart – BUREAU OF SOILS]

[Figure 8. Organization Chart – Bureau of Agricultural Extension]

[Figure 9. Organization Chart – REGIONAL EXTENSION OFFICE]

[Figure 10. Organization Chart – BUREAU OF LANDS]

[Figure 11. Organization Chart – SURVEY DIVISION]

[Figure 12. Organization Chart – BUREAU OF FORESTRY]

[Figure 13. Organization Chart – PARKS & WILDLIFE OFFICE]

FUNCTIONAL STATEMENTS OF THE DEPARTMENT OF AGRICULTURE AND NATURAL RESOURCES

Functions of the Office of the Secretary

Sec. 4. The functions, powers, duties and responsibilities of the Secretary shall include, but not be limited to, those vested in him by pertinent provisions of the Revised Administrative Code, other laws, executive orders, rules and regulations insofar as they are not inconsistent with the provisions of the Plan and these Implementing Details. The Secretary shall perform the following functions, among others:

- a. recommend to and advise the President and the Cabinet on matters relating to the determination and execution of agricultural and natural resources policies of the nation;
- b. administer and direct the agricultural and natural resources activities of the Department of Agriculture and Natural Resources;
- c. promulgate such rules, orders, and regulations which may be necessary to carry out the agricultural and natural resources policy objectives and the functions vested in him and embody such in the Department's manual;
- d. delegate authority to perform any function or sets of functions to officials and employees under his supervision and direction; and
- e. assume over-all responsibility for the implementation of agricultural and natural resources policies.

Sec. 5. The Undersecretary for Agriculture shall have the following functions, among others:

- a. serve as deputy to the Secretary in all matters relating to agricultural activities and functions;
- b. administer the day-to-day activities of the Bureaus of Agricultural Extension, Animal Industry, Plant Industry and Soils, coordinate their programs and projects, and assume responsibility for the efficient and economical operation of the aforesaid Bureaus;
- c. advise and assist the Secretary in the formulation, determination and implementation of agricultural policies; and
- d. act as the Secretary in his absence or if the Office is vacant upon proper designation.

Sec. 6. The Undersecretary for Natural Resources shall have the following functions, among others:

- a. serve as deputy to the Secretary in all matters relating to natural resources activities and functions;
- b. administer the day-to-day activities of the Bureaus of Lands, Forestry, Fisheries and Mines, coordinate their programs and projects, and assume responsibility for the efficient and economical operation of the aforesaid Bureaus;
- c. advise and assist the Secretary in the formulation, determination and implementation of natural resources policies; and
- d. act as the Secretary in his absence or if the Office is vacant upon proper designation.

Sec. 7. The Assistant to the Secretary shall have the following functions, among others:

- a. serve as deputy to the Secretary for the purpose of integrating departmental administrative operations, insuring responsiveness to changing policies, and welding management activities into integrated performance;
- b. provide for housekeeping and staff work in the Department; and
- c. supervise directly in accordance with Section 16 of the Plan, the General Services Division, the Legal Division, the Technical Plans and Schedules Division, the Budget and Finance Division, the Agricultural Economics Division, the Agricultural Information Division and the Personnel Division.

Sec. 8. In addition, the Office of the Secretary shall have the following staff assistants, with corresponding responsibilities is follows:

- a. Executive Assistant (Correspondence), who shall, among others, handle the screening and scrutinizing of all papers that require Secretarial action in order to regulate their flow to the Secretary's desk.
- b. Executive Assistant (Appointments), who shall, among others, handle the screening of visitors including the disposition of their business and scheduling appointments of the Secretary.
- c. Executive Assistant (Public Relations), who shall, among others, facilitate the Secretary's public appearances and prepare and approve press and radio releases.
- d. Management Assistant, who shall work on organization and management problems and who shall be responsible for the development and current maintenance of the Department's manual system.

Functions of the Technical Plans and Schedules Division

Sec. 9. The functions, duties and responsibilities of the Technical Plans and Schedules Division shall consist of, but not be limited to, those provided in Section 9 of the Plan. It shall have two sections under it with corresponding functions, duties and responsibilities as follows:

- a. The Planning and Coordination Section shall have the following functions, among others:

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- (1) recommend Department-wide integrated programs on the basis of plans and programs submitted by bureaus and offices of the Department;
 - (2) coordinate plans and programs submitted by bureaus and offices of the Department for the purpose of fitting them into Departmental policies and purposes; and
 - (3) recommend agriculture and natural resources policies.
- b. The Evaluation and Analysis Section shall have the following functions, among others:
- (1) analyze and evaluate the progress of activities and accomplishments on agricultural and natural resources development;
 - (2) prepare and submit reports and statistics reflecting progress of activities; and
 - (3) recommend policy guidance on agriculture and natural resources activities.

Functions of the Personnel Division

Sec. 10. The functions, duties and responsibilities of the Personnel Division shall consist of, but not be limited to, those provided in Section 10 of the Plan. It shall have three sections under it, with their corresponding duties and responsibilities as follows:

- a. The Recruitment and Service Training Section shall have the following functions, among others:
- (1) coordinate recruitment programs to insure the enforcement of programs and policies of the Department consistent with civil service and other personnel laws, rules and regulations;
 - (2) develop and maintain a recruitment program;
 - (3) plan and conduct in-service training, seminars, lectures and symposiums for employees by utilizing department personnel and outside experts and technicians available; and
 - (4) circulate guides, pamphlets, and other literature relating to personnel administration for the enlightenment of employees and officials of the Department.
- b. The Appointment, Placement and Records Section shall have the following functions, among others:
- (1) process appointments, reinstatements, transfers, separations, leaves of absence, sick leaves, and other transactions concerning the personnel in the Department;
 - (2) process appointments of personnel submitted by the different bureaus and offices of the Department to be submitted to the Secretary for signature;
 - (3) keep current, compile, examine and study the service and personnel records of all employees and provide assistance in the preparation of the plantillas of the different bureaus and offices of the Department;
 - (4) screen records of personnel for promotion purposes in accordance with performance ratings and other criteria;
 - (5) recommend policy guidance for promotion, performance rating, transfers and other placement activities;
 - (6) keep records of absences of employees; and
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- (7) perform liaison work on matters relating to wage and position classification and insure that policies are being carried out.
 - d. The Employee Investigation and Relations Section shall have the following functions, among others:
 - (1) investigate employee irregularity detected and those referred to it by any person, employee, or entity of the government upon instructions;
 - (2) conduct studies and investigations on administrative cases referred to it by competent authorities and prepare and submit reports and recommendations to higher authority as basis for action and decision on such cases; and
 - (3) discover problems of personnel which cause inefficient performance, make recommendations thereon and render advice to affected personnel.

Functions of the Budget and Finance Division

Sec. 11. The functions, duties and responsibilities of the Budget and Finance Division shall consist of, but not be limited to, those provided in Section 11 of the Plan. It shall have two sections under it, with corresponding duties and responsibilities as follows:

- a. The Budget Estimates and Analysis Section shall have the following functions, among others:
 - (1) prepare financial plans and budgetary policies for the Department;
 - (2) prepare the departmental budget;
 - (3) review budget estimates submitted by the bureaus and offices under the Department and assist in conducting hearings for appropriation requests of bureaus and offices under the Department;
 - (4) prepare and assemble justifications and statements supporting the budget request of the Department as requested by, and to be presented in hearings before, the Budget Commission and Congress in collaboration with the Technical Plans and Schedules Division;
 - (5) process special budgets submitted by the bureaus and offices of the Department;
 - (6) conduct a continuous analysis of the increase and decrease of the budget in preceding years and the effect of such fluctuations to Departmental programs and activities;
 - (7) prepare memoranda or circulars regarding policies and procedures to be followed in preparing the budget, consistent with the policies set forth by the Budget Commission; and
 - (8) prepare financial reports for the Department.
 - b. The Cash and Disbursement Section shall have the following functions, among others:
 - (1) process for the Departmental office, expense accounts, requisitions, vouchers and other papers involving financial matters;
 - (2) issue official receipts on monies received and enter all disbursements and collections;
 - (3) prepare bi-monthly reports of disbursements, monthly reports of receipts, actual and current, and reports of official receipts used monthly;
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- (4) prepare the payroll for, and pay the salaries of, the personnel in the Office of the Secretary and the Departmental Staff Divisions;
 - (5) act on papers of emergency purchases made by the bureaus and offices of the Department as an exception to Executive Order No. 298;
 - (6) process claims of officials and employees injured or who died in line of duty under Section 699 of the Revised Administrative Code; and
 - (7) assist in reviewing backpay claims of employees of the Department.

Functions of the General Services Division

Sec. 12. In accordance with applicable policies, regulations, and standards established by the Department of General Services, the General Services Division shall have, among others, the functions, duties and responsibilities provided in Section 12 of the Plan. It shall have three sections under it, with corresponding functions, duties and responsibilities as follows:

- a. The Records and Documents Section shall have the following functions, among others:
 - (1) keep and maintain records, reports and documents and the seal of the Department, except personnel records which are handled by the Personnel Division;
 - (2) record official correspondence and documents received and dispatched out of the Division;
 - (3) receive, classify and distribute all types of correspondences, mails, circulars, and orders, for the different bureaus and offices of the Department;
 - (4) dispatch official mails and correspondence of divisions and the Office of the Secretary and such other entities of the Department in the central office;
 - (5) act on requests of the different divisions, offices and bureaus of the Department for previous records; and
 - (6) dispatch notices to committees, councils, and other officials for staff meetings and conferences.
 - b. The Property and Supply Section shall have the following functions, among others:
 - (1) procure office equipment, supplies, and other office needs for the departmental offices and provide policy guidance for the performance of similar functions by bureaus and offices;
 - (2) prepare vouchers for the payment of bills on the purchase of equipment, supplies and other property;
 - (3) issue furniture, equipment and supplies for use by the Department; and
 - (4) keep and maintain property, equipment and other facilities of the Department.
 - c. The Pool Services Section shall have the following functions, among others:
 - (1) provide the necessary security and maintenance of DANR buildings and prescribe general security and maintenance procedures and policies, subject to regulations which may be established by the Department of General Services;
 - (2) provide telephone and elevator services;
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- (3) conduct inspection and studies relating to property and equipment maintenance, and propose policies and measures for more effective and economical property and equipment maintenance;
- (4) provide messengerial, janitorial, and other related services and propose policies and procedures for the utilization of such services by the different bureaus and offices of the Department; and
- (5) supervise clerical operation for the Office of the Secretary.

Functions of the Legal Division

Sec. 13. The functions, duties and responsibilities of the Legal Division shall consist of those assigned to it by appropriate provisions of laws, executive orders, rules and regulations, insofar as they are not inconsistent with the Plan and these Implementing Details.

Functions of the Agricultural Information Division

Sec. 14. The functions, duties and responsibilities of the Agricultural Information Division shall consist of those presently assigned to it by appropriate provisions of laws, rules and regulations to the Office of Agricultural Information. The Agricultural Information Division shall have technical supervision and coordinate agricultural information and public relations activities in the bureaus and offices of the Department. It shall have three sections and a library under it, with corresponding duties and responsibilities as follows:

a. The Press and Publications Section shall have the following functions, among others:

- (1) edit, proofread, and index bulletins and journals for final printing and reproduction;
- (2) publish materials and write manuscripts for leaflets, pamphlets, bulletins, posters, wall-newspapers, flipcharts and newsletters, in English and in the vernacular, in accordance with the needs of bureaus and offices of the Department;
- (3) write articles and messages as may be assigned or requested for press release and public appearances of Departmental officials;
- (4) conduct agricultural information research with the view of evaluating effectiveness of current agricultural information methods and techniques;
- (5) prepare and publish a vernacular magazine;
- (6) prepare feature articles on activities of the DANR;
- (7) translate in the vernacular, radio scripts prepared by radio script writers and such other scripts as may be requested by entities in the Department; and
- (8) perform editorial work on materials submitted by the bureaus and offices of the Department for publication and press release purposes.

b. The Audio-Visual Section shall have the following functions, among others:

- (1) assist all entities of the Department in radio broadcast programs and in preparing scripts;
- (2) conduct field radio interviews in collaboration with the Public Relations Division of the Bureau of Agricultural Extension and with other bureaus;

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- (3) supervise or undertake the production of motion pictures, slides, and film strips;
 - (4) undertake photographic projects of the bureaus and offices under the Department;
 - (5) coordinate with the BAE in the preparation of agricultural exhibits;
 - (6) show agricultural films in Manila and suburbs;
 - (7) render film services to entities dealing with agriculture
 - (8) undertake the art work phase of posters, leaflets and flipcharts;
 - (9) prepare and layout display materials for exhibits; and
 - (10) prepare showcards for film strips and motion picture production.
- c. The Production and Distribution Section shall have the following functions, among others:
- (1) operate the offset printing and mimeograph machines;
 - (2) print leaflets, posters, pamphlets, and other information materials;
 - (3) undertake binding of Departmental reports, books, manuals, magazines, and bureau reports;
 - (4) provide for the distribution of all agricultural publications to agencies and individuals concerned; and
 - (5) perform other duplicating and reproduction services for all bureaus and entities in the Department.
- d. The DANR Library shall have the following functions, among others:
- (1) recommend and classify accessions, index and file books and periodicals;
 - (2) make bibliographies and prepare materials for binding;
 - (3) render library services to interested officials and the public; and
 - (4) maintain clippings and a filing service.

Functions of the Agricultural Economics Division

Sec. 15. The functions, duties and responsibilities of the Agricultural Economics Division shall consist of those assigned to it by present laws, rules and regulations, insofar as they are not inconsistent with the Plan and these Implementing Details.

Field Operations

Sec. 16. Unless otherwise provided in these Implementing Details, the establishment of Regional Offices shall be in accordance with Section 20 of the Plan, and the regional areas and regional centers shall be in conformity with the pattern set by Reorganization Plan No. 53-A and its Implementing Details.

Sec. 17. Pending the establishment of regional offices, the existing field offices at the district, provincial, city and municipal levels, and stations and farms shall be the operating entities of each Bureau and shall be administered under the direct line authority of the Office of the Bureau Director concerned: Provided, however, That contiguous and adjacent farms, experiment stations and other pilot farms of each Bureau shall be placed under the immediate direction and management of a Farm Superintendent: And provided, further, That substantive supervision and technical guidance for performance of technical functions shall be provided by the staff divisions of the Bureau in the central

office. Upon the establishment of Regional Offices, field stations, offices and farms shall be reorganized under the jurisdiction of the Regional Offices, with technical guidance from the appropriate Headquarters Bureau.

Sec. 18. Each Farm Superintendent, pending the establishment of regional offices, shall report to, and be under the direct supervision of the Office of the responsible Bureau Director and shall have the following functions, duties and responsibilities, among others:

- a. look into the proper utilization, operation and maintenance of the stations and farms within his assigned jurisdiction;
- b. apportion the farms and stations among, and provide office space and quarters as appropriate for, the personnel of the Bureau working on their respective subject matter;
- c. provide such facilitating services for the field personnel working in the farms and stations, and supervise the use of the same by personnel in the farms and stations;
- d. provide for the opening, improvement or development of farms which are necessary for the execution of Bureau activities within the area or locality; and
- e. study the best methods of farm operation practices, especially those recommended by appropriate research entities, best suited for the use and maintenance of Bureau farms and stations.

Functions of the Bureau of Plant Industry

Sec. 19. Subject to the immediate supervision and control of the Undersecretary for Agriculture, the Bureau of Plant Industry, hereinafter referred to under this title as the “Bureau,” shall be a major planning, policy-making, consultative, advisory, and operating entity of the Department, and shall have the functions assigned to it by pertinent provisions of laws, executive orders, rules and regulations, insofar as they are not inconsistent with the Plan and these Implementing Details. In addition, it shall have those functions transferred to it by Sections 26 and 27 of the Plan. Such functions include agronomical and disease control research on fiber, and research on plants and grasses for animal feeds.

Sec. 20. The Bureau shall have an Office of the Director, an Administrative Services Division, a Laboratory Services Division, a Farm Operations Division, a Pest and Disease Control Division, a Production Division, and a Research Division which shall be known as the Bureau’s “central offices;” and field offices, stations and farms.

Sec. 21. In accordance with the provisions of Sections 17 and 18 of the Plan, there shall be an Assistant Director for Operations and an Assistant Director for Research in the Office of the Director, either one to act as and/or for the Director in his absence and upon proper designation by him, with corresponding duties and responsibilities as follows:

- a. Subject to delegations from the Director, the Assistant Director for Operations, shall, among others, advise, assist on, supervise and coordinate the formulation and execution of the Bureau’s operational programs.
- b. Subject to delegations from the Director, the Assistant Director for Research shall, among others, advise and assist the Director on, supervise and coordinate the formulation and execution of, the Bureau’s research programs.

Sec. 22. The functions, duties and responsibilities of the Administrative Services Division of the Bureau shall include, but not be limited to, those specifically enumerated under Section 19, except

routine legal work which is assigned to the Office of the Director under Section 37 of the Plan. Subject to Departmental policies, standards and review, the Administrative Services Division shall provide services to the Bureau's central offices and shall perform technical guidance and supervision for the performance of similar and related activities by the field offices.

It shall have five (5) sections under it, namely: Budget and Finance Section, Personnel Section, Property and Equipment Section, General Services Section, and Public Relations and Reference Section, with corresponding duties and responsibilities as follows:

- a. The Budget and Finance Section shall have the following functions, among others:
 - (1) prepare forms, orders and circulars embodying instructions on budget preparation and control;
 - (2) consolidate budget requests in the Bureau and prepare a Bureau budget reflecting such individual requests;
 - (3) assemble, compile and formulate supporting statements, facts, data and statistics to justify the budget requests of the Bureau;
 - (4) process expense accounts, requisitions, vouchers and other papers involving financial matters;
 - (5) make proper deposits and remittances to funds and perform such accounting work as may be required not otherwise delegated by law to the Budget Commission;
 - (6) prepare the payroll for and pay the salaries of the Bureau officials and employees;
 - (7) process transportation orders and authority to travel;
 - (8) prepare financial statements and/or reports as may be required;
 - (9) study and analyze reports on appropriations and trends of expenditures;
 - (10) perform research and studies for purposes of simplifying, improving and developing administrative work methods, procedures and techniques, office forms and forms control system; and
 - (11) conduct studies on organizational problems and propose solutions therefor.
 - b. The Personnel Section shall have the following functions, among others:
 - (1) initiate and maintain a manual system for the Bureau;
 - (2) initiate and maintain a personnel program, consistent with civil service and other personnel laws, rules and regulations, which includes in-service training of personnel, analysis of positions and qualifications of prospective and incumbent personnel, setting standards for and process papers relating to recruitment, appointments, transfers, reassignments, and others;
 - (3) keep and maintain current; plantilla and records of personnel of the Bureau;
 - (4) promote employee welfare and morale; assist in developing and improving efficiency and morale of the personnel by giving necessary information and advice on personnel needs and problems;
 - (5) inform employees of civil service rules and regulations and explain the meaning of and reasons for various personnel actions;
 - (6) investigate employee irregularity, study administrative cases, prepare and submit reports and recommend actions on such cases; and
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- (7) perform liaison work with entities of the government concerned with personnel activities.
- c. The Property and Equipment Section shall have the following functions, among others:
 - (1) take custody of property, equipment, and supplies of the Bureau and its subordinate entities;
 - (2) operate and maintain a motor pool and supervise the use and maintenance of cars, jitneys, wagons and other motor operated equipment and facilities;
 - (3) procure property, supplies and equipment and distribute, store or keep the same;
 - (4) record and register procured, distributed or stored supplies and equipment;
 - (5) conduct studies on and formulate measures for the most effective utilization and upkeep of Bureau property, equipment and other facilities; and
 - (6) make periodic inventory of equipment and property of the Bureau.
 - d. The General Services Section shall have the following functions, among others:
 - (1) maintain the grounds and buildings of the Bureau and see that the buildings and properties within them are secured;
 - (2) maintain a filing system for records and documents;
 - (3) dispatch and receive correspondence, records and other official mails and maintain a register for such purposes; and
 - (4) handle facilitating office services, such as janitorial, reproduction, clerical, messengerial, security, and other related services.
 - e. The Public Relations and Reference Section shall have the following functions, among others:
 - (1) prepare informative materials for press release and for production or reproduction by the Agricultural Information Division or by other entities on a contractual or reimbursable basis;
 - (2) supply such information and materials requested and needed by the Bureau of Agricultural Extension for the purpose of disseminating information to the people;
 - (3) consolidate reports of entities in the Bureau and prepare the Bureau's reports;
 - (4) assist private individuals or officials of other entities in securing technical information from the Bureau; and
 - (5) administer a Bureau library and such libraries as may be established for use of Bureau officials and employees and the public.

Sec. 23. The functions, duties and responsibilities of the Research Division shall include, but not be limited to, those provided in Section 30 of the Plan and those transferred to the Bureau from the Fiber Inspection Service relating to agronomical and disease control research on fiber, as provided in Section 26 of the Plan. It shall have four (4) sections under it, namely: Agronomy Section, Horticulture Section, Pathology Section, and Entomology Section, with corresponding duties and responsibilities as follows:

- a. The Agronomy Section shall have the following functions, among others:
- (1) plan, organize and conduct field crop research and field tests, involving such crops as rice, corn sorghums and other cereal crops, soybeans, peanuts, cadios, castor beans, legumes and grasses for pasture, forage and green manure, abaca, ramie, jute, kenaf and other fiber crops and tobacco, including research on:
 - (a) plant introduction, varietal testing, selection and plant breeding,
 - (b) adaptation of soil, climatic and seasonal conditions in the country,
 - (c) physiology study, relating to culture and production, and
 - (d) cultural and production practices, such as seedbed preparation, cultivation and weed control, rate and time of seeding or planting, harvesting methods, seed production, fertilizer and its effect on crops including varietal interaction (but not soils and fertilizer research which is the responsibility of the Bureau of Soils). In this phase, close cooperation with the Bureau of Soils is necessary;
 - (2) recommend varieties and strains to be increased as registered seed by the Bureau and release to farmers for certified seed production;
 - (3) assemble, compile and analyze field crop research data;
 - (4) develop technical recommendations in collaboration with the U.P. College of Agriculture based on research findings and practical considerations for those phases of field crop production and processing for which the Agronomy Section has the responsibility; and
 - (5) develop and maintain cooperative relations with the U. P. College of Agriculture and other bureaus of the Department for the conduct of field crop research, and with the Bureau of Agricultural Extension for the conduct of field demonstrations and dissemination of information to farmers.
- b. The Horticulture Section shall have the following functions, among others:
- (1) plan, organize and conduct research, field tests involving fruits, vegetables, spices, beverage, medicinal, insecticides and ornamental crops and root crops, including research on:
 - (a) plant introduction, varietal testing, selection and plant breeding,
 - (b) adaptation to soil, climatic and seasonal conditions in the country,
 - (c) methods of propagation, and
 - (d) cultural and production practices, such as soil preparation, cultivation, weed control, mulching, harvesting, and processing methods and fertilizer and its effects on plants (but not soils and fertilizer research which is the responsibility of the Bureau of Soils);
 - (2) recommend varieties and strains to be increased as registered seed by the Bureau and released to farmers for certified seed production;
 - (3) assemble, compile, and analyze research data from the above activities;
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- (4) develop technical recommendations in collaboration with the U.P. College of Agriculture based on research findings and practical considerations for those phases of plant production for which the Horticulture Section is responsible; and
 - (5) develop and maintain cooperative relations with the U.P. College of Agriculture and other bureaus of the Department for the conduct of research on horticultural crops and with the Bureau of Agricultural Extension in the conduct of field tests, demonstrations and the dissemination of information to farmers.
 - c. The Pathology Section shall have the following functions, among others:
 - (1) plan, organize and conduct research and field tests, involving plant diseases, including research on the causes and methods for the prevention, control or eradication of:
 - (a) bacterial, fungus and virus diseases,
 - (b) nematodes,
 - (c) diseases of unknown origin, and
 - (d) other abnormalities of plants such as physiological disturbances or nutritional deficiencies;
 - (2) develop technical recommendations in collaboration with the U. P. College of Agriculture based on research findings and practical considerations for the control of plant diseases for use by the Pest and Disease Control Division, the Bureau of Agricultural Extension and other agencies; and
 - (3) assemble, compile and analyze research data.
 - d. The Entomology Section shall have the following functions, among others:
 - (1) plan, organize and conduct research and field tests involving insects and animals injurious to agricultural crops, including studies on insecticides and rodenticides for the prevention, control, and/or eradication of these pests;
 - (2) develop technical recommendations in collaboration with the U. P. College of Agriculture based on research findings and practical considerations for the control of insects and animal pests for use by the Pest and Disease Control Division, the Bureau of Agricultural Extension and other agencies; and
 - (3) assemble, compile, and analyze research data.

Sec. 24. The functions, duties and responsibilities of the Pest and Disease Control Division shall consist of, but not be limited to, those provided in Section 31 of the Plan. It shall have two (2) sections under it, namely: Pest and Disease Control Section and Quarantine Section, with corresponding duties and responsibilities as follows:

- a. The Pest and Disease Control Section shall have the following functions, among others:
 - (1) control serious outbreaks of insects and diseases when such cannot be controlled by education, demonstrations and technical assistance to farmers, or where such outbreaks may result in severe infestations and rapid spread to other areas;
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- (2) formulate outlines and procedures, supply technical information, assist in training Bureau of Agricultural Extension (BAE) personnel, and in developing educational programs for the effective prevention, eradication and control of pests and diseases destructive to agricultural crops, in collaboration with the Bureau of Agricultural Extension and the U. P. College of Agriculture; and
 - (3) conduct and follow-up surveys and maintain controls to keep track of the prevalence and distribution as well as the eradication and control of pests and diseases.
- b. The Quarantine Section shall have the following functions, among others:
- (1) recommend measures to be adopted for the prevention, eradication and control of plant pests and diseases and their introduction to the country;
 - (2) insure the enforcement of laws, administrative orders, rules and regulations designed to regulate the importation of certain plant materials and seeds which carry and introduce injurious pests and diseases; and
 - (3) supervise and provide technical guidance and direction over the quarantine stations relating to the enforcement of quarantine measures.

Sec. 25. The functions, duties and responsibilities of the Production Division shall include, but not be limited to, those provided in Section 32, and those transferred to the Bureau under Section 83 of the Plan. It shall have two (2) Sections under it, namely: Seed Production Section and Plant Propagation Section, with corresponding duties and responsibilities as follows:

- a. The Seed Production Section shall have the following functions, among others:
- (1) secure seeds from breeder, maintain foundation stocks and produce registered seed for distribution to farmers through the Bureau of Agricultural Extension for production of certified seed of agricultural crops;
 - (2) conduct seed certification in the field, in cooperation with the Bureau of Agricultural Extension, to insure the production of certified seeds which meet high standards of quality;
 - (3) conduct a seed testing service to insure seeds conforming to high standards of purity, quality and viability;
 - (4) cooperate with the Bureau of Agricultural Extension and other agencies in the conduct of demonstrational trials of improved varieties, strains, and hybrids and furnish registered seeds of the same; and
 - (5) develop technical recommendations in collaboration with the U. P. College of Agriculture for methods of seed production and harvesting to be given to farmer growers by the Bureau of Agricultural Extension.
- b. The Plant Propagation Section shall have the following functions, among others:
- (1) establish, operate and maintain nurseries for the propagation of recommended varieties and strains of agronomical and horticultural crops of economic value that are propagated asexually, to supply the needs of farmers at reasonable prices, until such time as privately operated nurseries can produce such plant materials;
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- (2) distribute disease and pest free planting stock to farmers in cooperation with the Bureau of Agricultural Extension;
 - (3) cooperate with the Bureau of Agricultural Extension and other agencies in the conduct of demonstrational trials of improved varieties and strains and furnishing plant materials for the same; and
 - (4) develop technical recommendations in collaboration with the U. P. College of Agriculture for improved plant propagation and nursery production methods to be passed on to growers through the Bureau of Agricultural Extension.

Sec. 26. The functions, duties and responsibilities of the Farm Operations Division shall include, but not be limited to, those enumerated in Section 33 of the Plan. It shall have two (2) Sections under it, namely: the Equipment Utilization Section and Farm Practices Section, with corresponding duties and responsibilities as follows:

- a. The Equipment Utilization Section shall have the following functions, among others:
 - (1) study the improvement or development of prevailing implements used for culture, harvesting, and utilization of agricultural crops;
 - (2) study mechanical devices and equipments to improve methods of production;
 - (3) follow up current developments or improved methods of equipment use; and
 - (4) recommend technical guides and other measures for the use of Bureau equipment in the farms.
- b. The Farm Practices Section shall have the following functions, among others:
 - (1) study and design farm plant layout, buildings, and structures adaptable to varying conditions, and provide services to Bureau operated farms;
 - (2) develop farm crop practices, methods or techniques best suited to Philippine conditions and recommend their application; and
 - (3) provide assistance to Bureau operated farms and recommend measures to be adopted in order to insure conformity for their use with modern, efficient farm management practices.

Sec. 27. The functions, duties and responsibilities of the Laboratory Services Division shall include, but not be limited to, those enumerated in Section 35 of the Plan. It shall have three (3) sections under it, namely: Physical Properties Section, Chemical Properties Section, and Plant Products Utilization Section, with corresponding duties and responsibilities as follows:

- a. The Physical Properties Section shall have the following functions, among others:
 - (1) perform laboratory studies objectively to improve the quality, tensile strength and other properties of fibers;
 - (2) study the dyeing and bleaching of different yarns and ramie defoliation; and
 - (3) conduct tests and investigations, including the analysis of the physical and physiological features and properties of plants and their products and by-products, especially those requested by the Research Division and other entities of the Bureau.
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- b. The Chemical Properties Section shall have the following functions, among others:
- (1) undertake analysis, experimentation and production of fertilizers and manures with special emphasis on the use of excess organic materials and by-products in conjunction with soil researches being carried on in the Bureau of Soils;
 - (2) analyze and test insecticides, fungicides, and rodenticides used in the control or eradication of pests and diseases;
 - (3) perform chemical analyses of different varieties of beans and vegetables, fruits and nuts, rice, corn, and other cereals, medicinal and ornamental plants, fiber crops and tobacco;
 - (4) study extraction of active constituents and essential oils from plants and the preparation and conservation of the same;
 - (5) study nicotine and sugar contents of tobacco and other similar agricultural crops;
 - (6) study the chemical degumming of different varieties of Philippine ramie and similar fiber crops; and
 - (7) perform such pertinent laboratory analyses, diagnosos
- c. The Plant Products Utilization Section shall have the following functions, among others:
- (1) study utilization of beans and vegetables, fruits and nuts, and methods of preservation or processing;
 - (2) study the uses of tobacco and its products and by-products, including trial manufacture, casing, saucing, blending and flavoring of aromatic cigarettes, chewing and pipe tobacco, and the factors affecting burning quality of tobacco;
 - (3) improve the present uses and discover new uses of rice, corn, and other cereals, the blending and roasting of cacao and coffee and study the food values of agricultural crops;
 - (4) study the curing, degreening, waxing and storing fresh fruits for the market;
 - (5) study the utilization of coconut and other oil plants and their by-products and methods of processing and preservation; and
 - (6) conduct studies on the processing of cassava flour and starch essential for the implementation of the Cassava Flour Law; study the production of high quality cassava grits, the baking tests of cassava flour, preparation of syrup from cassava, and such other related matters.

Sec. 28. There shall be eight regional offices in the Bureau, each to be headed by a Regional Director who shall coordinate and direct all field activities of the Bureau within his assigned jurisdiction. The regions and regional headquarters of the Bureau shall be in conformity with Reorganization Plan No. 53-A and its Implementing Details.

Functions of the Bureau of Animal Industry

Sec. 29. Subject to the immediate supervision and control of the Undersecretary for Agriculture, the Bureau of Animal Industry, hereinafter referred to under this title as the "Bureau," shall be a major planning, policy-making, consultative, advisory, and operating entity of the Department, and shall have the functions assigned to it by pertinent provisions of laws, executive orders, rules and regulations, insofar as they are not inconsistent with the Plan and these Implementing Details.

Sec. 30. The Bureau shall have an Office of the Director, an Administrative Services Division, a Livestock and Poultry Propagation Division, an Animal Disease and Parasitic Research Division, a Livestock Research Division, a Poultry Research Division, a Regulation and Control Division, and a Laboratory Services Division to be known as the Bureau's "central offices;" and field offices, stations and farms.

Sec. 31. The functions, duties and responsibilities of the Administrative Services Division of the Bureau shall include, but not be limited to, those specifically enumerated under Section 19 of the Plan. Subject to Departmental policies, standards, and review, the Administrative Services Division shall provide services to the Bureau's central offices, and shall perform technical guidance and supervision for the performance of similar and related activities by field offices. It shall have five (5) sections under it, namely: Budget and Finance Section, Personnel Section, Property and Equipment Section, General Services Section, and Public Relations and Reference Section, with corresponding duties and responsibilities as follows:

- a. The Budget and Finance Section shall have the following functions, among others:
 - (1) prepare forms, orders and circulars embodying instructions on budget preparations and control;
 - (2) consolidate budget requests of the Bureau and prepare a budget reflecting its needs and requirements;
 - (3) assemble, compile and formulate supporting statements, facts, data and statistics to justify the budget request of the Bureau;
 - (4) assist in justifying the Bureau's proposals in budget hearings;
 - (5) process expense accounts, requisitions, vouchers and other papers involving financial matters;
 - (6) make proper deposits and remittances to funds and perform such accounting work as may be required, not otherwise delegated by law to the Budget Commission;
 - (7) prepare the payroll for and pay the salaries of the Bureau officials and employees;
 - (8) process transportation orders and authority to travel;
 - (9) prepare financial statements and/or reports as may be required;
 - (10) study and analyze reports on appropriations and trends of expenditures;
 - (11) perform research and studies for purposes of simplifying, improving, and developing administrative work methods, procedures and techniques, office forms and forms control system; and
 - (12) conduct studies on organizational problems and propose solutions therefor.
- b. The Personnel Section shall have the following functions, among others:
 - (1) initiate and maintain a manual system for the Bureau;
 - (2) initiate and maintain a personnel program, consistent with civil service and other personnel laws, rules and regulations, which includes in-service training of personnel, analysis of positions and qualifications of prospective and incumbent personnel, setting standards for and process papers relating to recruitment, appointments, transfers, reassignments, and others;
 - (3) keep and maintain current, plantilla and records of personnel of the Bureau;

- (4) promote employee welfare and morale and assist in developing and improving efficiency and morale of the personnel by giving necessary information and advice on personnel needs and problems;
 - (5) inform employees of civil service rules and regulations and explain the meaning of and reasons for various personnel actions;
 - (6) study and recommend the proper utilization of personnel;
 - (7) investigate employee irregularity and study administrative cases, prepare and submit reports and recommend actions on such cases; and
 - (8) perform liaison work with entities of the government concerned with personnel activities.
- c. The Property and Equipment Section shall have the following functions, among others:
- (1) take custody of property, equipment, and supplies of the Bureau and entities under it;
 - (2) operate and maintain a motor pool, and supervise the maintenance and use of all cars, jitneys, wagons and other facilities and equipment;
 - (3) procure property, supplies and equipment, and distribute, store or keep the same;
 - (4) record and register procured, distributed, stored supplies and equipment; and
 - (5) conduct studies on, and formulate measures for, the most effective utilization and maintenance of Bureau property, equipment and other facilities.
- d. The General Services Section shall have the following functions, among others:
- (1) maintain the grounds and buildings of the Bureau and see that the buildings and properties within them are secured;
 - (2) maintain a filing system for records and documents;
 - (3) sort, dispatch, and receive correspondence and maintain a register for such purposes; and
 - (4) handle facilitating office services, such as janitorial, clerical, messengerial, security and related services.
- e. The Public Relations and Reference Section shall have the following functions, among others:
- (1) prepare informative materials for press releases and for production or reproduction by the Agricultural Information Division or by other entities on a contractual or reimbursable basis;
 - (2) supply such information and materials needed and requested by the Bureau of Agricultural Extension for the purpose of disseminating information to the people;
 - (3) consolidate reports of entities in the Bureau and prepare the Bureau's reports;
 - (4) assist private individuals or officials of other entities in securing technical information from the Bureau; and
 - (5) administer a Bureau library and such libraries as may be established for the use of the public.
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Sec. 32. The functions, duties and responsibilities of the Livestock and Poultry Propagation Division shall include, but not be limited to, those enumerated in Section 44 of the Plan. It shall have three (3) sections under it, namely: Procurement and Distribution Section, Breeding Services Section, and Development Section, with corresponding duties and responsibilities as follows:

- a. The Procurement and Distribution Section shall have the following functions, among others:
 - (1) initiate, plan, and follow up the execution of programs for the acquisition, transportation and distribution of improved breeds of animals and feeds required for research, “cooperation” programs, animal dispersal and/or propagation activities; and
 - (2) insure the propagation of recommended and approved breeds.
- b. The Breeding Services Section shall have the following functions, among others:
 - (1) initiate, plan and follow-up the execution of programs relating to the operation of public breeding (natural and artificial);
 - (2) prepare and maintain records on registration and verification involved in breeding activities and services; and
 - (3) conduct advisory and consultative services for more effective propagation of improved breeds.
- c. The Development Section shall have the following functions, among others:
 - (1) initiate, plan and follow-up the execution of programs on animal development and production activities and projects which include swine, beef, cattle, horse, dairy, goat and poultry; and
 - (2) recommend development problems to be studied and worked on by research entities of the Bureau.

Sec. 33. The functions, duties and responsibilities of the Animal Disease and Parasitic Research Division shall include, but not be limited to, those enumerated in Section 38 of the Plan. It shall have three (3) sections under it, namely: Bacterial and Virus Diseases Section, Parasitic Diseases Section, and Deficiency Diseases Section with corresponding duties and responsibilities as follows:

- a. The Bacterial and Virus Diseases Section shall have the following functions, among others:
 - (1) conduct studies, researches or investigations on the different aspects of diseases caused by bacteria and virus for the purpose of finding efficient and practical method of diagnosis prevention and control; and
 - (2) recommend measures to be adopted in the prevention, control and eradication of bacterial and virus diseases.

- b. The Parasitic Diseases Section shall have the following functions, among others:
 - (1) conduct studies, researches, surveys or investigations on the different aspects of diseases caused by helminths, protozoa, arthropods and fungi for the purpose of finding efficient and/or economical and practical methods of diagnosis, prevention and control; and
 - (2) recommend means to be adopted in the prevention, control and eradication of parasitic diseases.
- c. The Deficiency Diseases Section shall have the following functions, among others:
 - (1) conduct studies, researches or investigations on the different aspects of deficiency diseases or animal diseases caused by faulty metabolism for the purpose of finding efficient and practical methods of prevention and treatments; and
 - (2) recommend measures for the control of deficiency diseases.

Sec. 34. The functions, duties and responsibilities of the Livestock Research Division shall include, but not be limited to, those enumerated in Section 42 of the Plan. It shall have four (4) sections under it, namely: Dairy Section, Swine, Sheep and Goats Section, Beef and Work Animals Section, and Animal Products Section, with corresponding duties and responsibilities as follows:

- a. The Dairy Section shall have the following functions, among others:
 - (1) conduct research and studies on the adaptability of new breeds and the breeding of dairy animals to improve dairying and of the development of new breeds suited to Philippine conditions;
 - (2) promote and encourage commercial dairying; and
 - (3) investigate and study the nutritive value of local foods and ingredients in relation to animal benefits and preference.
 - b. The Swine, Sheep and Goats Section shall have the following functions, among others:
 - (1) conduct research and studies on the introduction of new breeds and the breeding of sheep, goats, and swine;
 - (2) improve the economic and endurance qualities of the native stock or development of new breeds; and
 - (3) study and investigate the nutritive value of local feeds and ingredients in relation to animal benefits and preference.
 - c. The Beef and Work Animals Section shall have the following functions, among others:
 - (1) conduct research on the introduction of new breeds and breeding of beef and work animals to improve the economy, consumption, and endurance qualities of stock;
 - (2) investigate and study the nutritive value of local feeds and introduced feeds and ingredients in relation to animal benefit and preference; and
 - (3) perform evaluation of draft animal characteristics for agricultural purposes.
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d. The Animal Products Section shall have the following functions, among others:

- (1) conduct research on the improvement and efficient manufacture of meat and dairy products;
- (2) perform experiments on the industrialization of animal products, particularly their by-products, to be converted into commodities of economic value to the country; and
- (3) conduct training and demonstration projects as well as advisory and consultative services to encourage local production of animal products and the industrialization of their by-products in cooperation with or through the Bureau of Agricultural Extension.

Sec. 35. The functions, duties and responsibilities of the Poultry Research Division shall include, but not be limited to, those enumerated in Section 43 of the Plan. It shall have two (2) sections under it, namely: Nutrition and Breed Research Section and Poultry Management Research Section, with corresponding duties and responsibilities as follows:

a. The Nutrition and Breed Research Section shall have the following functions, among others:

- (1) conduct research on the introduction of new breeds, the breeding of fowls and rabbits to improve the economic and endurance qualities of the native stock;
- (2) conduct research on the relative value of local feeds and ingredients in relation to fowl and rabbit benefit preference and productive performance;
- (3) conduct studies to promote and encourage commercial flocks and certified strains; and
- (4) study and recommend solutions to problems referred to it by appropriate entities of the Bureau.

b. The Poultry Management Research Section shall have the following functions, among others:

- (1) conduct research on flock management practices, methods and procedures on commercial farm problems, on types of flock housing, shelter, and confinement; and
- (2) recommend measures to be adopted in Bureau farms for the most effective operation and maintenance of poultry.

Sec. 36. The functions, duties and responsibilities of the Regulation and Control Division shall include, but not be limited to, those enumerated in Section 39 of the Plan. It shall have two (2) sections under it, namely: Immunization and Disease Control Section and Inspection Services Section, with corresponding duties and responsibilities as follows:

a. The Immunization and Disease Control Section shall have the following functions, among others:

- (1) conduct mass vaccination of animals;
- (2) carry out regular immunization against zoonosis and treatment of animals affected with or believed to have infectious diseases that are curable;
- (3) service the calls of livestock owners where such diseases appear to be in existence;
- (4) evaluate the effectiveness of medicinal products for animal disease control or cure; and

- (5) regulate and supervise the importation, exportation, and transshipment of all kinds of animals through the ports, railway stations, and shipping centers, as well as the slaughter of imported animals in the National Slaughterhouse.
- b. The Inspection Services Section shall have the following functions, among others:
 - (1) supervise work performed by meat inspectors to prevent the slaughter of, or plying in commercial channels of, meat from animals infected with diseases; and
 - (2) provide for training of meat inspectors, especially in those municipalities where there are no veterinarians.

Sec. 37. The functions, duties and responsibilities of the Laboratory Services Division shall include, but not be limited to, those enumerated in Section 40 of the Plan. It shall have four (4) sections under it, namely: Bacterial and Virus Diagnostic Section, Parasitic Diagnostic Section, Chemical Analysis Section, and Biologics and Pharmaceutical Standardization Section, with corresponding duties and responsibilities as follows:

- a. The Bacterial and Virus Diagnostic Section shall have the following functions, among others:
 - (1) perform autopsies and qualitative and quantitative analyses of urine, blood, body fluids, pus and other excretions;
 - (2) conduct hemathological examinations, cultural and microscopic examinations and animal inoculations of blood, urine and other tissue fluids, organs, and tissues for purposes of bacteriological examination and virus demonstration;
 - (3) perform bacteriological examinations of milk for quality and bacterial counts, of animal feeding stuffs and meat food products;
 - (4) undertake tests such as complement-fixation, agglutination-inhibition, agglutination-absorption, and precipitation tests, for the diagnosis of animal diseases, and identification and classification of bacteria, viruses and parasites;
 - (5) make precipitin tests for the identification of meats;
 - (6) undertake the preparation of antigens and antisera and other materials needed in the performance of the foregoing tests; and
 - (7) conduct tests such as tuberculin and malleine for the detection of specific infectious diseases.
- b. The Parasitic Diagnostic Section shall have the following functions, among others:
 - (1) undertake the examination of skin scrapings, blood, feces, urine, and other body fluids, organic tissues, etc., for parasitological diagnosis; and
 - (2) render services for the identification of worm parasites, orrhelminths, such as lungworms, kidney worms liver-flukes, hookworms, nodular worms, tapeworms: unicellular parasites, lide coccidia, trypanosomes, malaria, anaplasma, babesia, histoplasma, spirochaetes; insects and arachnids, such as vector flies, poisonous spiders, ticks, lice and mites.

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- c. The Chemical Analysis Section shall have the following functions, among others:
- (1) take charge of routinary chemical analysis of common feeds and feeding stuffs, such as, grains and grasses; of feed ingredients, such as rice and corn bran, copra meal, ipil-ipil leaf meal, etc.; of forage, grasses and legumes, such as guinea grass, para grass, sudan grass, kudzu, Pueraria, Centrosema, for the proximate chemical composition of these various feeds and feeding stuffs bought by the Bureau for compounding of balanced rations;
 - (2) make routinary chemical analysis of the stomach contents, organs, tissues and other materials for the presence of organic and inorganic poisons, and make quantitative analysis of the same for purposes of diagnosis and evaluation; and
 - (3) undertake proximate chemical analysis of biologics, meat and meat products.
- d. The Biologics and Pharmaceutical Standardization Section shall have the following functions, among others:
- (1) manufacture adequate quantities of vaccines, such as anthrax, avian pest, fowl pox, hog cholera, rabies, bacterins, such as hemorrhagic septicemia, fowl cholera, swine plague, and roup bacterin; different kinds of sera, tuberculin and malleine;
 - (2) test regularly, the supply of the aforementioned products for their safety, potency and keeping quality;
 - (3) dispense these various products to fieldmen of the Bureau and other government entities or to private parties for their use in the detection, prevention, control and eradication of animal diseases;
 - (4) manufacture, test and dispense already standardized medicinal, chemical and pharmaceutical products for control and treatment of animal diseases;
 - (5) establish tests and standards to which veterinary biologics and pharmaceuticals manufactured by private firms, entities or laboratories must conform;
 - (6) examine and inspect the products of veterinary biologics and pharmaceutical houses in accordance with the standards set by the Bureau; and
 - (7) improve the method or methods of testing and standardizing said products.

Functions of the Bureau of Fisheries

Sec. 38. Subject to the immediate supervision and control of the Undersecretary for Natural Resources, the Bureau of Fisheries, hereinafter referred to under this title as the "Bureau," shall be a major planning, policy-making, consultative, advisory, and operating entity of the Department, and shall have the functions assigned to it by pertinent provisions of laws, executive orders, rules and regulations, insofar as they are not inconsistent with the Plan and these Implementing Details.

Sec. 39. The Bureau shall have an Office of the Director, an Administrative Services Division, a Division of Inland Fisheries, a Division of Marine Fisheries, a Division of Fisheries Research, and a Division of Licenses and Regulations to be known as the Bureau's "central offices," and a Committee on Aquatic Resources attached to the Office of the Director to serve in an advisory capacity to the Director; and district offices.

Sec. 40. The functions, duties and responsibilities of the Administrative Services Division of the Bureau shall include, but not be limited to, those specified under Section 19 of the Plan. Subject to

Departmental policies, standards and review, the Administrative Services Division shall provide services to the central offices and perform technical guidance and supervision for the performance of similar and related activities by the field offices. It shall have four (4) sections under it, namely: Budget and Finance Section, Personnel Section, Property and General Services Section, and Public Relations and Reference Section, with corresponding duties and responsibilities as follows:

- a. The Budget and Finance Section shall have the following functions, among others:
 - (1) prepare forms, orders, and circulars embodying instructions on budget preparation and control;
 - (2) consolidate budget requests of the Bureau and prepare a budget reflecting its needs and requirements;
 - (3) assemble, compile and prepare supporting statements, facts, data and statistics to justify the budget request of the Bureau;
 - (4) process expense accounts, requisitions, vouchers, and other papers involving financial matters;
 - (5) make proper deposits and remittances to funds and perform such accounting work as may be required, not otherwise delegated by law to the Budget Commission;
 - (6) prepare the payroll for and pay the salaries of the Bureau officials and employees;
 - (7) process transportation orders and authority to travel;
 - (8) prepare financial statements and/or reports as may be required;
 - (9) study and analyze reports on appropriations and trends of expenditures;
 - (10) perform research and studies for the purpose of simplifying, improving and developing administrative work methods, procedures and techniques, and office forms and forms control system; and
 - (11) conduct studies on organizational problems and propose solutions therefor.
 - b. The Personnel Section shall have the following functions, among others:
 - (1) initiate and maintain a manual system for the Bureau;
 - (2) initiate and maintain a personnel program, consistent with civil service and other personnel laws, rules and regulations, which includes in-service training of personnel, analysis of positions and qualifications of prospective and incumbent personnel, setting standards for, and process papers relating to, the recruitment, appointments, transfers, reassignments, and others;
 - (3) keep and maintain current, plantilla and records of personnel of the Bureau;
 - (4) study and recommend the proper utilization of personnel;
 - (5) promote employee welfare and morale, assist in developing and improving efficiency and morale of the personnel by giving necessary information and advice on personnel needs and problems;
 - (6) inform employees of civil service rules and regulations and explain the meaning of and reasons for various personnel actions;
 - (7) investigate employee irregularity, study administrative cases, prepare and submit reports and recommend actions on such cases; and
 - (8) perform liaison work with entities of the government concerned with personnel activities.
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c. The Property and General Services Section shall have the following functions, among others:

- (1) take custody of property, equipment, and supplies of the Bureau;
- (2) procure supplies and equipment, and distribute, store or keep the same;
- (3) record and register procured, distributed or stored supplies and equipment;
- (4) make periodic inventories of Bureau property, equipment and supplies;
- (5) conduct studies on, and formulate and recommend measures for the most effective utilization and maintenance of Bureau property, supplies, and equipment, and other facilities;
- (6) maintain the grounds and buildings and see to it that the equipment and properties within them are secured;
- (7) perform records management activities, except on personnel records;
- (8) sort, dispatch, and receive correspondence and mails and maintain a register for such purposes; and
- (9) provide facilitating office services, such as janitorial, clerical, reproduction, messengerial, security and other related services.

d. The Public Relations and Reference Section shall have the following functions, among others:

- (1) prepare informative materials for press releases and for production or reproduction by the Agricultural Information Division or by other entities on a contractual or reimbursement basis;
- (2) supply detailed information and materials requested and needed by the Bureau of Agricultural Extension for the purpose of disseminating information on agricultural methods, techniques, and practices to the people;
- (3) serve as referral entity for information and data needed and requested by other entities and the people and, for this purpose, request appropriate entities in the Bureau to supply needed information or refer individuals requesting such information from the Bureau;
- (4) consolidate reports of entities in the Bureau and prepare the Bureau's reports; and
- (5) administer a Bureau library and such libraries as may be established for the use of the public.

Sec. 41. The functions, duties and responsibilities of the Division of Inland Fisheries shall include, but not be limited to, those enumerated in Section 53 of the Plan. It shall have four (4) sections under it, namely: Brackish-Water Section, Fresh-Water Fisheries Section, Shellfish and Crustacean Section, and Fish Stocking Section, with corresponding duties and responsibilities as follows:

a. The Brackish-Water Section shall have the following functions, among others:

- (1) supervise regional brackish-water demonstration fish farms;
 - (2) render technical assistance and services for the proper layout, construction and management of brackish-water fishponds;
 - (3) determine commercial suitability of compatible species of fish for cultivation in ponds;
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- (4) coordinate and provide technical guidance on the assessment of coves and lagoons for possible replenishment of depleted areas; and
 - (5) study the potentiality of fry grounds as sources for fish seedlings for stocking purposes and insure the application of results of studies or experiments in brackish-water fish farming.
- b. The Fresh Water Fisheries Section shall have the following functions, among others:
- (1) supervise the operation of demonstration fresh-water fishponds to serve as pilot plants to propagate suitable fresh-water species, to produce fish stocks and fish seeds for stocking inland bodies of water and for distribution to private fresh-water fishpond operators;
 - (2) insure the implementation by field workers on stocking of inland-fresh water to increase fish production activities;
 - (3) promote the transplanting of indigenous and improved species of fish in order to have maximum fish production;
 - (4) recommend the establishment of fresh-water fish farms for demonstration and breeding of exotic and cultivable species of fish for distribution to private individuals and for stocking purposes;
 - (5) undertake studies to improve techniques on fresh-water fish culture practices and to determine the best combination of forage and carnivorous species of fish for inland water fish production;
 - (6) evaluate and supervise limnological surveys of lakes, rivers, streams, and reservoirs in order to determine the productivity of these waters so that measures to replenish them may be recommended; and
 - (7) insure the application of results of fish culture techniques or experiments in fresh-water demonstration fishponds.
- c. The Shellfish and Crustacean Section shall have the following functions, among others:
- (1) supervise the propagation of fresh-water mollusks such as tulia, cabebe, shrimps (ulang) and fresh crabs and/or brackish species of oysters, kapis, and halaan; and
 - (2) recommend seeds of mollusks and crustaceans for transplantation in inland bodies of water based on collection made by field personnel and plan the demonstration of different methods of shellfish and crustacean propagation.
- d. The Fish Stocking Section shall have the following functions, among others:
- (1) provide for the transportation and distribution of fish stocks and seeds to designated inland bodies
 - (2) plan and supervise the procurement and distribution of fish stock and seeds for propagation purposes.

Sec. 42. The functions, duties and responsibilities of the Division of Marine Fisheries shall include, but not be limited to, those enumerated in Section 52 of the Plan. It shall have three (3) sections under

it, namely: Marine Products Management Section, Technological Services Section, and Exploration Section, with corresponding duties and responsibilities as follows:

- a. The Marine Products Management Section shall have the following functions, among others:
 - (1) insure the implementation of the results of studies and research on marine products and resources found and recommended to be appropriate for more intelligent utilization and conservation;
 - (2) plan, program and supervise the execution of activities on investigation, standardization and inspection of marine fisheries, and generally, the effective management of marine fish and resources; and
 - (3) render technical and advisory services on the use and conservation of marine fisheries.
- b. The Technological Services Section shall have the following functions, among others:
 - (1) supervise and/or undertake demonstration on the methods of preservation and care of fish craft and gear, on commercial operation of fishing vessels and on improved methods of fishing as found and recommended by the research entities of the Bureau; and
 - (2) follow-up the application of fishing methods, techniques and practices and render technical or advisory services relating thereto.
- c. The Exploration Section shall have the following functions, among others:
 - (1) provide technical guidance and program schedules for activities on the location, exploration, and assaying of new fishing grounds by field personnel;
 - (2) make periodic evaluation of known fishing grounds and recommend measures for rehabilitation and improvement thereof; and
 - (3) recommend rules and regulations for the proper conservation of fisheries.

Sec. 43. The functions, duties and responsibilities of the Division of Fisheries Research shall include, but not be limited to, those enumerated in Section 54 of the Plan. It shall conduct all research activities of the Bureau. It shall have three (3) sections under it, namely: Hydrology and Fisheries Biology Section, Technological Research Section, and Fisheries Economics and Statistical Section, with corresponding duties and responsibilities as follows:

- a. The Hydrology and Fisheries Biology Section shall have the following functions, among others:
 - (1) make investigations or supervise activities on the physicochemical and biotic analysis of the properties of the Philippine Waters and the immediate vicinities as required in the studies of Philippine fisheries;
 - (2) carry on such investigation as may be necessary to determine whether or not the fisheries are diminishing and, if so, to recommend measures for their conservation;

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- (3) assist in the interpretation of certain statistical data collected and referred by the Fisheries Economics and Statistical Section for purposes of fisheries management and conservation;
 - (4) undertake studies on the life history, habits, ecological and systematic relationships of the economically important aquatic animals, as well as the plants and animals upon which they depend for food, and their relationship to the physical environment;
 - (5) supervise fisheries biology and hydrological investigations and investigations of the water quality and pollution affecting the fisheries; and
 - (6) study and scientifically examine specimens involved in illegal fishing.
- b. The Technological Research Section shall have the following functions, among others:
- (1) study and investigate the improvement of methods of catching, handling, storing and transporting fishery products and by-products;
 - (2) undertake testing and improving of preservatives for fishing gear and equipment; and
 - (3) undertake studies on the mechanization of craft and gear to increase efficiency and follow-up current developments on craft and gears and other fishing methods, techniques and practices.
- c. The Fisheries Economics and Statistical Section shall have the following functions, among others:
- (1) conduct studies on the economics of the various phases of fisheries industries including marketing. (This Unit will submit suggestions on what statistical data are required to be collected by other entities of the Bureau.);
 - (2) analyze and collate data obtained which aid in economic studies;
 - (3) study costs of production, distribution, investments and earnings of the fisheries industries;
 - (4) make inquiries into price developments, transportation problems, labor situation in the fishery industries and other socio-economic problems of fishermen;
 - (5) conduct studies on the activities of fishery cooperatives;
 - (6) conduct consultation services on, fisheries labor relations and socio-economics;
 - (7) promote the development of commercial fisheries through studies of financing and subsidizing of production legislation and development of local and foreign markets;
 - (8) prepare and review reports resulting from the collection of fishery statistics activities;
 - (9) provide consultation services in cooperation with the Public Relations and Reference Section on fishery statistics; and
 - (10) analyze statistical information on fisheries abroad and study trends and developments to serve as basis for recommendation to the fishing industry.

Sec. 44. The functions, duties and responsibilities of the Division of Licenses and Regulations shall include, but not be limited to those enumerated in Section 52 of the Plan. It shall have four (4) sections under it, namely: Regulations Section, Inspection and Investigation Section, Fishpond Permit-Lease Section, and Commercial Fishing Boat and Fishermen's License Sections, with corresponding duties and responsibilities as follows:

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- a. The Regulations Section shall have the following functions, among others:
- (1) draft bills and amendments to laws on fisheries to be submitted to higher authority;
 - (2) prepare administrative orders, rules and regulations and following their approval, distribute to officials and employees concerned;
 - (3) prepare model municipal ordinances on fishing and perform general supervision over municipal fisheries activities; and
 - (4) prepare legal papers and make appearances in court, in cooperation with the Solicitor General.
- b. The Inspection and Investigation Section shall have the following functions, among others:
- (1) supervise or conduct as appropriate, inspection and investigation of fishing crafts, including general inspection, patrol and police duties for purposes of enforcing the provisions of Fisheries Act, as amended, the rules and regulations promulgated thereunder, and checking of fish caught;
 - (2) investigate or supervise the investigation of gear, question of classification, jurisdiction and extent of fishing grounds and determine adequacy, applicability and practicability of fisheries regulations, both national and municipal;
 - (3) inspect and investigate, make reports and recommendations on fishpond claims and conflicts or supervise and review the performance of field investigators; and
 - (4) prepare decisions, opinions and orders on claims and conflicts.
- c. The Fishpond Permit-Lease Section shall have the following functions, among others:
- (1) process applications for fishpond permits or leases;
 - (2) issue ordinary fishpond permits and long term lease agreements and supervise the issuance of the same by field workers; and
 - (3) collect rentals, fines, and bond deposits, and submit the same to the Budget and Finance Section.
- d. The Commercial Fishing Boat and Fishermen's Licenses Section shall have the following functions, among others:
- (1) license fishing crafts, fishermen and divers and supervise licensing work by field personnel;
 - (2) issue miscellaneous permits to gather marine or aquatic products, sponges, sea snakes, shells, turtles, seaweeds, and supervise the issuance of the same by field personnel; and
 - (3) collect fees, fines and forfeitures, and submit the same to the Budget and Finance Section.

Functions of the Bureau of Mines

Sec. 45. Subject to the immediate supervision and control of the Undersecretary for Natural Resources, the Bureau of Mines, hereinafter referred to under this title as the "Bureau," shall be a major planning, policy-making, consultative, advisory, and operating entity of the Department, and

shall have the functions, assigned to it by pertinent provisions of laws, executive orders, rules and regulations, insofar as they are not inconsistent with the Plan and these Implementing Details.

Sec. 46. The Bureau shall have an Office of the Director, an Administrative Services Division, a Geological Survey Division, a Mineral Lands Administration Division, a Mineral Lands and Topographic Survey Division, a Mining Technology Division, a Metallurgical and Laboratory Services Division, a Petroleum Division and a Technical Information Division to be known as the Bureau's "central offices," and a Petroleum Technical Committee which shall be attached as an advisory body to the Office of the Director, and district offices.

Sec. 47. The functions, duties and responsibilities of the Administrative Services Division of the Bureau shall include, but not be limited to, those specified under Section 19 of the Plan, except reference, information and library services which remain as the responsibility of the Technical Information Division and legal work which remain as the responsibility of the Mineral Lands Administration Division. Subject to Departmental policies, standards and review, the Administrative Services Division shall provide services to the Bureau's central offices and provide technical guidance and supervision for the performance of similar and related activities by the field offices.

Sec. 48. The Administrative Services Division shall have four (4) sections under it, namely: Budget and Finance Section, Personnel Section, Property and General Services Section and Records Section, with corresponding duties and responsibilities as follows:

a. The Budget and Finance Section shall have the following functions, among others:

- (1) prepare forms, orders, and circulars embodying instructions on budget preparation and control;
- (2) consolidate budget requests of the Bureau and prepare a budget reflecting its needs and requirements;
- (3) assemble, compile and prepare supporting statements, facts, data and statistics to justify the budget request of the Bureau;
- (4) process expense accounts, requisitions, vouchers and other papers involving financial matters;
- (5) make proper deposits and remittances to funds and perform such accounting work as may be required, not otherwise delegated by law to the Budget Commission;
- (6) prepare the payroll for and pay the salaries of the Bureau officials and employees;
- (7) process transportation orders and authority to travel;
- (8) prepare financial statements and/or reports as may be required;
- (9) study and analyze reports on appropriations and trends of expenditures;
- (10) perform research and studies for purposes of simplifying, improving, developing administrative work methods, procedures and techniques, office forms and forms control system; and
- (11) conduct studies on organizational problems and propose solutions therefor.

b. The Personnel Section shall have the following functions, among others:

- (1) initiate and maintain a manual system for the Bureau;
- (2) initiate and maintain a personnel program, consistent with civil service and other personnel laws, rules and regulations, which includes in-service training of personnel, analysis of positions and qualifications of prospective and incumbent personnel, setting

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- standards for and process papers relating to recruitment, appointments, transfers, reassignments, and others;
- (3) keep and maintain, current, plantilla and records of personnel of the Bureau;
 - (4) study and recommend the proper utilization of personnel;
 - (5) promote employee welfare and morale and assist in developing and improving efficiency and morale of the personnel by giving necessary information and advice on personnel needs and problems;
 - (6) inform employees of civil service rules and regulations and explain the meaning of and reasons for various personnel actions;
 - (7) investigate employee irregularity and study administrative cases, prepare and submit reports and recommend actions on such cases; and
 - (8) perform liaison work with entities of the government concerned with personnel activities.
- c. The Property and General Services Section shall have the following functions, among others:
- (1) take custody of property, equipment and supplies of the Bureau;
 - (2) procure supplies and equipment, and distribute, store or keep the same;
 - (3) record and register procured, distributed or stored supplies and equipment;
 - (4) make periodic inventory of Bureau property, equipment and supplies;
 - (5) conduct studies on the formulation of, and recommend measures for, the most effective utilization and maintenance of Bureau property, supplies and equipment, and other facilities;
 - (6) maintain the grounds and buildings of the Bureau and see to it that the equipment and properties within them are secured; and
 - (7) provide facilitating office services, such as, janitorial, clerical, reproduction, messengerial, security and other related services.
- d. The Records Section shall have the following functions, among others:
- (1) keep and maintain the filing system and controls established for Bureau records, reports and documents, except personnel records and those not specifically assigned to other entities of the Bureau;
 - (2) issue certified copies of records, except personnel records;
 - (3) conduct studies and make appropriate recommendations to the Administrative Division Chief for the improvement of filing systems and controls;
 - (4) maintain established correspondence control and continuous study on the correspondence system; and
 - (5) mail, receive and distribute correspondence and mails and maintain a register for such purposes.

Sec. 49. With the exception of the research, testing and analysis functions which are transferred to the Metallurgical and Laboratory Services Division by Section 64 of the Plan, the Petroleum Division and the Geological Survey Division shall have those functions assigned them by pertinent provisions of laws, executive orders, rules and regulations, insofar as they are not inconsistent with the Plan and these Implementing Details.

Sec. 50. The functions of the Technical Information Division, the Mineral Lands and Topographic Survey Division and the Mineral Lands Administration Division shall consist of those assigned to them by pertinent provisions of laws, executive orders, rules and regulations, provided such functions are not inconsistent with the Plan and these Implementing Details.

Sec. 51. The Mining Technology Division shall administer functions of the Bureau relating to the protection of life and property that relate to mining, economy of mining operations, prevention of wastes in mining operations, establishment of mining industries, economic appraisal of mines, and mine exploration. There shall be a Mine Valuation Section, a Mine Safety Section, a Mine Exploration Section and a Mineral Economics Section under the Mining Technology Division, with corresponding duties and responsibilities as follows:

- a. The Mine Valuation Section shall have the following functions, among others:
 - (1) undertake the valuation of developed mines and quarries; and
 - (2) perform umpire sampling of ores and mineral concentrates for shipment to foreign markets.
 - b. The Mine Safety Section shall have the following functions, among others:
 - (1) inspect mines and quarries and conduct studies of mining practices and methods relating to the proper conservation of mineral resources and prevention of waste;
 - (2) determine safety standards and recommend for approval rules and regulations designed for the safety of the laborers and employees working in mines, quarries or in any metallurgical operations;
 - (3) supervise and coordinate safety activities in the different mines and inspect these mines to ensure that safety rules and regulations promulgated by the Bureau are duly complied with;
 - (4) undertake research work and study of the latest mine operations and practices, and disseminate such information to the mining public as would tend to improve safety condition in the mines;
 - (5) investigate serious mine accidents and make recommendations to prevent recurrence of similar cases; and
 - (6) undertake investigations of silting of river beds from mine tailings and its effects on agricultural lands.
 - c. The Mine Exploration Section shall have the following functions, among others:
 - (1) conduct investigations of mining prospects, advise operators of proper mining methods and appraise them of the economic possibilities of such prospects;
 - (2) undertake exploratory and preliminary development by diamond core drilling, auger, or test pitting and sampling of mineral properties including coal in connection with ICA- NEC projects;
 - (3) explore and appraise the mineral possibilities of new mineral localities or districts; and
 - (4) conduct studies on drilling and exploitation of minerals.
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d. The Mineral Economics Section shall have the following functions, among others:

- (1) conduct studies in mineral economics relating particularly to volume and value of production, operating costs, national income and investments, business income and dividends, national and foreign consumption and demand, tax yields, exports, and imports, labor wages, and employment, number and size of firms, equipment and supplies, transportation, and world price trends; and
- (2) compile, digest, and prepare the results of studies in mineral economics and such statistical data as are advisable and necessary from time to time, to stimulate interest in, and promote the growth of, the mining industry.

Sec. 52. The Metallurgical and Laboratory Services Division shall be responsible for functions of the Bureau relating to laboratory research, testing and analyses, and assaying of minerals. It shall provide laboratory services to all entities of the Bureau and, upon the establishment of laboratories in the field, supervise technically the performance of laboratory and metallurgical services activities in the field. There shall be a Process Metallurgy Section, an Extractive Metallurgy Section, a Coal Preparation and Utilization Section and an Analytical Services Section, with corresponding duties and responsibilities as follows:

a. The Process Metallurgy Section shall have the following functions, among others:

- (1) conduct laboratory investigations of mineral beneficiation with the following immediate objectives:
 - (a) To increase the mineral reserves of the country by converting sub-marginal deposits to the mineable ores,
 - (b) To enhance the value of exportable ores and concentrates, and
 - (c) To prepare ores for economical extraction of contained values, or of industrial materials for subsequent fabrication; and
- (2) make integrations of standard or modified processes of mineral beneficiation and prescribe or design equipment to suit specific ore types.

b. The Extractive Metallurgy Section shall have the following functions, among others:

- (1) conduct leaching tests on nickel, manganese, alumina, copper, gold, etc., for the production of metals of high purity, or premium-grade concentrates; and
- (2) conduct smelting tests for the production of ferro-nickel, ferro-chrome, ferro-manganese, high mattes, and standard pig or sponge iron; and to investigate the feasibility of utilizing waste or idle resources as reductants or fluxes.

c. The Coal Preparation and Utilization Section shall have the following functions, among others;

- (1) conduct laboratory investigations on coal cleaning as a means to improve the heat potential of low to medium-rank coals, or to enhance the coking property of bituminous coals; and

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- (2) undertake studies in coking, gasification, and carbonization in order to explore the possibilities of diversifying the utility of local coal reserves.
 - d. Analytical Services Section shall have the following functions, among others:
 - (1) perform the fire assay of precious metals, chemical analysis of ores, metallurgical products, and industrial raw materials, and gas analysis of metallurgical fumes and mine gases; and
 - (2) perform the proximate and ultimate analysis and the physical property tests of coals and other fuels.

Functions of the Petroleum Technical Committee

Sec. 53. The Petroleum Technical Committee shall be an advisory and recommendatory entity of the Bureau on matters relating to the administration and disposition of petroleum resources, and shall perform the following functions and duties, among others:

- a. develop policies for the guidance of the Director on technical matters relative to the administration and disposition of petroleum lands in accordance with the provisions of Republic Act No. 387;
- b. appraise and evaluate the qualification of applicants for concessions in accordance with Republic Act No. 387 and make recommendations to the Director;
- c. recommend to the Director whether lands within the National Reserve Areas shall be offered for concession. In case they are so offered, to study all applications for said areas to determine their relative merits;
- d. evaluate and make recommendations to the Director on the relative merits of the conflicting applications for concessions covering lands within Free Areas;
- e. evaluate and make recommendations to the Director on the maximum efficient rate of withdrawal from each oil well or field;
- f. study ways and means to insure the efficient administration of petroleum lands and the effective enforcement of the provisions of Republic Act No. 387 and the regulations promulgated by the Bureau thereunder; and
- g. assure the Director, through review and recommendation, that a complete record is maintained on exploration, development and production of petroleum in the Philippines, including, but not be limited to, geological and geophysical data; petroleum engineering studies; computation of petroleum, reserves; and insure the publication of such reports, articles and bulletins as may be deemed necessary for the proper information of the government and the public.

Functions of the Bureau of Soils

Sec. 54. Subject to the immediate supervision and control of the Undersecretary for Agriculture, the Bureau of Soils, hereinafter referred to under this title as the "Bureau," shall be a major planning, policy-making, consultative, advisory, and operating entity of the Department, and shall have the functions assigned to it by pertinent provisions of laws, executive orders, rules and regulations, insofar as they are not inconsistent with the Plan and these Implementing Details. In addition, the Bureau shall

perform those functions transferred to it by Section 27 of the Plan which relate to soils and fertilizer research.

Sec. 55. The Bureau shall have an Office of the Director, an Administrative Services Division, a Soils Survey Division, a Soil Conservation Division, a Laboratory Services Division, a Fertilizer Research Division, and a Soil Research Division to be known as the Bureau's "central offices;" and conservation regions as the Bureau's "operating entities."

Sec. 56. The functions, duties and responsibilities of the Administrative Services Division of the Bureau shall include, but not be limited to, those specified under Section 19 of the Plan. Subject to Departmental policies, standards and review, the Administrative Services Division shall provide services to the Bureau's central offices and shall technically supervise the performance of similar activities by other entities in the Bureau. It shall have four (4) sections under it, namely: Budget and Finance Section, Personnel Section, Property and General Services Section, and Public Relations and Reference Section, with corresponding duties and responsibilities as follows:

- a. The Budget and Finance Section shall have the following functions among others:
 - (1) prepare forms, orders and circulars embodying instructions on budget preparation and control;
 - (2) consolidate budget requests of the Bureau and prepare a Bureau budget reflecting its needs and requirements;
 - (3) assemble, compile and formulate supporting statements, facts, data and statistics to justify the budget request of the Bureau;
 - (4) process expense accounts, requisitions, vouchers, and other papers involving financial matters;
 - (5) make proper deposits and remittances to funds and perform such accounting work as may be required, not otherwise delegated by law to the Budget Commission;
 - (6) prepare the payroll for and pay the salaries of the Bureau officials and employees;
 - (7) process transportation orders and authority to travel;
 - (8) prepare financial statements and/or reports as may be required;
 - (9) study and analyze reports on appropriations and trends of expenditures;
 - (10) perform research and studies for purposes of simplifying, improving, and developing administrative work methods, procedures and techniques, office forms and forms control system; and
 - (11) conduct studies on organizational problems and propose solutions therefor.
- b. The Personnel Section shall have the following functions, among others:
 - (1) initiate and maintain a manual system for the Bureau;
 - (2) initiate and maintain a personnel program, consistent with civil service and other personnel laws, rules and regulations, which includes in-service training of personnel; analysis of positions and qualifications of prospective and incumbent personnel, setting standards for and process papers relating to recruitment, appointments, transfers, reassignments, and others;
 - (3) keep and maintain current plantilla and records of personnel of the Bureau;
 - (4) study and recommend the proper utilization of personnel;

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- (5) promote employee welfare and morale, assist in developing and improving efficiency and morale of the personnel by giving necessary information and advice on personnel needs and problems;
 - (6) inform employees of civil service rules and regulations and explain the meaning of and reasons
 - (7) investigate employee irregularity, study administrative cases, prepare and submit reports and recommend actions on such cases; and
 - (8) perform liaison work with entities of the government concerned with personnel activities.
- c. The Property and General Services Section shall have the following functions, among others:
- (1) take custody of property, equipment and supplies of the Bureau;
 - (2) procure supplies and equipment, and distribute, store or keep the same;
 - (3) record and register procured, distributed or stored supplies and equipment;
 - (4) make periodic inventory of Bureau property, equipment and supplies;
 - (5) keep and maintain records and documents which are essential for the administration of the Bureau;
 - (6) conduct studies on, formulate and recommend measures for, the most effective utilization and maintenance of supplies, property and equipment and other facilities, and supervise the implementation or execution of measures adopted;
 - (7) manage and maintain the grounds and buildings and see that property and equipment within them are secured;
 - (8) sort, dispatch, receive and distribute correspondence, mails and other written communications and maintain a record or register for such purposes; and
 - (9) provide common office services which include janitorial, security, messengerial, reproduction, clerical and other related services.
- d. The Public Relations and Reference Section shall have the following functions, among others:
- (1) prepare informative materials for press releases and for final production or reproduction by the Agricultural Information Division or by other entities on a contractual or reimbursement basis;
 - (2) supply information and materials requested and needed by the Bureau of Agricultural Extension for purposes of disseminating information on agricultural methods, techniques and practices to the people;
 - (3) consolidate reports of entities in the Bureau and prepare the Bureau's reports; and
 - (4) administer a Bureau library and such libraries as may be established for the use of the public.

Sec. 57. The functions, duties and responsibilities of the Soils Survey Division shall include, but not be limited to, those enumerated in Section 68 of the Plan. It shall have two (2) sections under it, namely: Technical Specialists Section and Cartography Section, with corresponding duties and responsibilities as follows:

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- a. The Technical Specialists Section shall have the following functions, among others:
- (1) serve in a planning, policy-making, consultative and advisory capacity on soils classification and use;
 - (2) review and compile field soils survey data;
 - (3) prepare soil survey reports for publications;
 - (4) classify soils into land-use capabilities;
 - (5) correlate the soil types of the Philippines; and
 - (6) determine and improve soils survey methods.
- b. The Cartography Section shall have the following functions, among others:
- (1) make tracings of different kinds of maps;
 - (2) prepare soil and erosion maps;
 - (3) enlarge or reduce maps by means of pantograph;
 - (4) compute areas of different soil types; and
 - (5) make miscellaneous lettering, posters, sketches, and charts for entities of the Bureau.

Sec. 58. The functions, duties and responsibilities of the Soil Conservation Division, the Fertilizer Research Division and the Laboratory Services Division shall include, but not be limited to, those provided in Sections 69, 71 and 72 of the Plan, respectively. The Fertilizer Research Division shall not engage in fertilizer demonstration activities.

Sec. 59. The functions, duties and responsibilities of the Soil Research Division shall consist of, but not be limited to, those provided in Section 70 of the Plan, and shall coordinate its activities with other entities of the Bureau. It shall have three (3) sections under it, namely, Soil Physics Section, Soil Chemistry Section and Soil Biology Section, with corresponding duties and responsibilities as follows:

- a. The Soil Physics Section shall have the following functions, among others:
- (1) undertake soil-water relations studies necessary for irrigation management; and
 - (2) conduct researches on soil structure, porosity, texture, color, consistency and other physical properties of soil to be used for soil conservation and soil survey operations.
- b. The Soil Chemistry Section shall have the following functions, among others:
- (1) conduct spectographic analyses of soil for minor elements and study their influence on plant growth;
 - (2) conduct studies on the clay minerals of Philippine soils; and
 - (3) discover through chemical analyses, the compounds responsible for the fixation of fertilizers in the soil, the degree to which different fertilizers are fixed, and the ways whereby undesirable fixation which makes nutrients unavailable for use by plants may be overcome.
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- c. The Soil Biology Section shall have the following functions, among others:
- (1) study the work of each kind of micro-organism of the soil as well as other fauna and flora which bring about chemical and physical changes of importance to man's use of the soil;
 - (2) conduct research and analytical work relating to the study and control of plant diseases through soil treatment and on the development and use of soil inoculants;
 - (3) study methods of soil-building with the use of micro-organisms in the decomposition of organic matter;
 - (4) study the transformation of plant-nutrient elements in the soil, such as, in the process of nitrification, sulfonation and various others through the action of soil microbes so that necessary treatment of agricultural soils could be recommended to increase the productivity of the soil; and
 - (5) correlate soil tests with fertilizer investigations.

Sec. 60. The existing Soil Conservation Regions shall be reorganized in conformity with the general pattern established by Reorganization Plan No. 53-A and its Implementing Details. Each Soil Conservation Region shall be headed by a Regional Director who, subject to delegations from the Director, shall be responsible for personnel and activities of the Bureau within the region.

Functions of the Bureau of Agricultural Extension

Sec. 61. Subject to the immediate supervision and control of the Undersecretary for Agriculture, the Bureau of Agricultural Extension, hereinafter referred to under this title as the "Bureau," shall be a major planning, policy-making, consultative, advisory, and operating entity of the Department, and shall have the functions assigned to it by pertinent provisions of laws, executive orders, rules and regulations insofar as they are not inconsistent with the Plan and these Implementing Details. In addition, the Bureau shall have the functions transferred to it by Sections 26 and 27 of the Plan relating to informational and extension functions on the use and advantages of fertilizers and on the improved methods of fiber production.

Sec. 62. The Bureau shall have an Office of the Director, an Administrative Services Division, a Public Relations Division, an Evaluation and Training Division, a Specialists Services Division, an Agricultural Program Division, a Home Economics Program Division, and a Rural Clubs Program Division to be known as the Bureau's "central offices;" and regional and provincial offices as the Bureau's "operating entities."

Sec. 63. In accordance with Sections 17 and 18 of the Plan, there shall be an Assistant Director for Programs and an Assistant Director for Services in the Office of the Director, either one to act as and/or for the Director in his absence and upon proper designation by him, with corresponding duties as follows:

- a. Subject to delegations from the Director, the Assistant Director for Programs shall, among others, coordinate technical plans and programs formulated and recommended by the programming divisions to constitute a unified, integrated plan and program for the Bureau; and formulate measures for the expedient carrying out of programs and plans by regional offices.
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- b. Subject to delegations from the Director, the Assistant Director for Services shall, among others, coordinate all services and housekeeping activities, such as administrative, public relations, evaluation and training services as well as, studies for the purpose of interrelating Bureau activities at the regional, provincial, city and municipal levels.

Sec. 64. The functions, duties and responsibilities of the Administrative Services Division shall include, but not be limited to, those enumerated under Section 19 of the Plan, except information, reference and library services which are assigned to the Public Relations Division under Section 74 of the Plan, and organization and methods analysis, personnel training and utilization which are assigned to the Evaluation and Training Division under Section 75 of the Plan. Subject to Departmental policies, standards and review, the Administrative Services Division shall provide services to the Bureau's central offices and render technical guidance for the performance of similar activities by the regional offices. It shall have four (4) sections under it, namely: Budget and Finance Section, Personnel Records Section, Property and Equipment Section, and General Services Section, with corresponding duties and responsibilities as follows:

- a. The Budget and Finance Section shall have the following functions, among others:
- (1) prepare forms, orders, and circulars embodying instructions on budget preparation and control and technically supervise their preparation;
 - (2) consolidate budget requests of the entities in the Bureau and prepare the Bureau budget;
 - (3) assemble, compile and formulate supporting statements, facts, data and statistics to justify the budget request of the Bureau and such other statistics or information required of the Bureau by the Secretary;
 - (4) control and allocate funds through processing expense accounts, requisitions, vouchers and other papers involving financial matters;
 - (5) account for all cash disbursements and collections, make proper deposits and remittances of funds, and perform appropriate accounting work as may be required;
 - (6) prepare the payroll for and pay the salaries of Bureau employees and officials; and
 - (7) prepare financial statements and/or reports as may be required.
- b. The Personnel Records Section shall have the following functions, among others:
- (1) process papers relating to appointments, promotions, transfers, reinstatements, leaves of absence and other personnel transactions which require action by the Director;
 - (2) keep and maintain current, plantilla of personnel and records of personnel of the Bureau; and
 - (3) inform employees of civil service rules and regulations and explain the meaning of and reasons for various personnel actions.
- c. The Property and Equipment Section shall have the following functions, among others:
- (1) take custody of property, equipment, and supplies of the Bureau;
 - (2) operate and maintain a motor pool, and supervise the maintenance and use of cars, jitneys, wagons and other facilities and equipment;
 - (3) procure property, supplies, and equipment and distribute, store or keep the same;
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- (4) record and register procured, distributed or stored supplies and equipment; and
 - (5) conduct studies on and recommend measures for the effective utilization and maintenance of Bureau property, equipment and other facilities.
- d. The General Services Section shall have the following functions, among others:
- (1) maintain the grounds and buildings of the Bureau and see that the properties within them are secured;
 - (2) maintain a filing system for records excepting personnel records and documents;
 - (3) sort, dispatch, and receive correspondence and maintain a register for such purposes; and
 - (4) provide facilitating office services, such as janitorial, reproduction, clerical, messengerial, security and other related services.

Sec. 65. The functions, duties and responsibilities of the Public Relations Division shall include, but not be limited to, those enumerated in Section 74 of the Plan. It shall have three (3) sections under it, namely: Publications Section, Audio-Visual Section, and Special Exhibits Section, with corresponding duties and responsibilities as follows:

- a. The Publications Section shall have the following functions, among others:
- (1) process and prepare informative materials designed for press release and final production or reproduction by the Agricultural Information Division which are necessary for extension work, gather, collect, or compile materials essential for and required by extension services;
 - (2) work with Agricultural Information Division in editing informative materials into approved form;
 - (3) administer a Bureau library or libraries and supervise the maintenance of libraries in the field; and
 - (4) consolidate reports of entities in the Bureau and prepare reports required by higher authorities.
- b. The Audio-Visual Section shall have the following functions, among others:
- (1) program and schedule radio broadcasts and interview and perform functions essential for such purposes;
 - (2) produce and project motion pictures in collaboration with, and the approval of, the Agricultural Information Division of the Department; and
 - (3) undertake the production of visual aids in cooperation with the Agricultural Information Division and other entities in the Department and supply extension workers with brochures, pamphlets, leaflets and other visual aids.
- c. The Special Exhibits Section shall have the following functions, among others:
- (1) make the necessary preparations and arrangements for Bureau participation in fairs, carnivals and expositions;
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- (2) supply materials needed by extension workers for special showings or for exhibition purposes; and
- (3) assist in the preparation of visual aids which supplement and fortify extension demonstrations in the field.

Sec. 66. The functions, duties and responsibilities of the Evaluation and Training Division shall include, but not be limited to, those enumerated in Section 75 of the Plan. It shall have three (3) Sections under it, namely: Personnel Training Section, Personnel Utilization Section and Methods Improvement Section, with corresponding duties and responsibilities as follows:

- a. The Personnel Training Section shall have the following functions, among others:
 - (1) plan and conduct in-service training for field workers on extension techniques, methods and practices and other activities relating to training of employees;
 - (2) select and recommend personnel to attend and participate in conferences, tours, pensionado grants and other programs designed for personnel training; and
 - (3) formulate programs designed for the training of personnel whether as training extension demonstrators, supervisors, or employees performing technical or administrative work.
- b. The Personnel Utilization Section shall have the following functions, among others:
 - (1) make studies and propose recommendations as to the assignment, reassignment, transfer or other placement of personnel deemed best for the efficiency of the service;
 - (2) define and set qualifications for positions as the basis for recruitment or selection;
 - (3) plan and conduct studies on the evaluation, analyses and definition of the responsibilities and duties of positions;
 - (4) promote employee welfare and morale; assist in developing and improving efficiency and morale of personnel by giving the necessary information and advice on personnel needs and problems; and
 - (5) investigate employee irregularity, study administrative cases, prepare and submit reports and recommend actions on such cases.
- c. The Methods Improvement Section shall have the following functions, among others:
 - (1) perform research for the purpose of simplifying, improving and developing office forms, administrative and technical work methods and administrative activities; and
 - (2) develop and recommend effective systems of communications among regional, provincial and municipal levels and between field offices and central offices.

Sec. 67. The functions, duties and responsibilities of the Specialists Services Division, the Agricultural Program Division, the Home Economics Program Division and the Rural Clubs Program Division shall consist of, but not be limited to, those enumerated in Sections 76, 78, 79 and 80 of the Plan, respectively.

Sec. 68. There shall be established eight (8) Regional Extension Offices with the regions and regional centers conforming to the pattern established by Reorganization Plan No. 53-A and its

Implementing Details. The functions of a Regional Extension Office shall include, but not be limited to the following:

- a. administer, direct and coordinate extension activities and personnel within the region;
- b. obtain facts and analyze conditions relating to activities on agriculture, homemaking, rural life and population within the region;
- c. investigate the needs and requirements of the region, and recommend appropriate actions to the Office of the Director for the solution of problems and the fulfillment of the needs of the region which are beyond its capabilities;
- d. provide assistance for the preparation of, review and approval of, provincial plans and programs including corresponding budget transfer;
- e. provide technical assistance, guidance and services to, generally supervise and direct the activities of, provincial and municipal extension offices;
- f. execute or implement extension programs and plans within the region, in accordance with policies, standards and criteria established by the central office of the Bureau;
- g. prepare such regular and special reports as required by the Office of the Director, which reports shall be based on, and extracted from, reports of provincial and municipal extension offices on programs of activities, problems encountered, suggestions for improvement, and various others; and
- h. perform such functions as may be essential for the conduct of extension activities within the region and those which may be assigned or delegated from time to time by the Office of the Director.

Sec. 69. Each Regional Extension Office shall be headed by a Regional Extension Director who shall be responsible for all extension activities within a region and who shall report and be subject to direct authority from the Office of the Director only. The Regional Extension Office shall operate within the general criteria, standards and policies set by the central office. Subject to regional requirements, exigencies and available personnel, appropriations and other resources and facilities, each Regional Extension Office shall have under it three sections, namely: Agricultural Section, Home Economics Section and 4-H and Rural Clubs Section, with corresponding duties and responsibilities as follows:

- a. The Agricultural Section shall, among others, be responsible for directing the execution of agricultural programs, providing or arranging technical guidance to field extension workers, liaison with the Agricultural Program Division in Manila and with agricultural entities within the region and related matters.
 - b. The Home Economics Section shall, among others, be responsible for directing the execution of programs relating to home economics, home management, and household industries; providing technical guidance to home demonstrators and other extension workers on home economics; liaison with the Home Economics Program Division in Manila and with other entities dealing with home economics in the region; and other related matters.
 - c. The 4-H and Rural Clubs Section shall, among others, be responsible for directing the execution of programs relating to 4-H Clubs, youth organizations, and other types of rural youth organizations; providing technical guidance to municipal and provincial community organization workers; liaison with the Rural Clubs Program Division in Manila and other entities dealing with community organization; and other related matters.
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Sec. 70. In accordance with Section 81 of the Plan, there shall be established Provincial Extension Offices. To the Provincial Extension Offices are transferred the respective and related extension workers in the province, together with their applicable functions, appropriations, property, equipment, records and supplies and other facilities. A Provincial Extension Office shall guide direct and coordinate municipal extension personnel and activities within the province. The functions of a Provincial Extension Office shall include, but not be limited to, the following:

- a. guide, direct and coordinate extension activities and personnel within the province, perform supervisory functions, and see that extension activities are being properly executed;
- b. diffuse and disseminate knowledge or information on agricultural production and techniques, homemaking, rural organizations, 4-H Clubs, and other extension activities;
- c. study and analyze conditions in the provinces and recommend programs of activities to be undertaken in order to help bring about the improvement of localities and communities;
- d. render advisory and technical services to municipal extension workers within the province and to the people;
- e. schedule extension activities in the province in accordance with the general standards, policies, and criteria set by higher authorities;
- f. prepare and submit reports as may be required by the Regional Director, primarily on the reports of extension workers within the province;
- g. perform such functions which are essential for the improvement of life and efficiency of agricultural production in the province;
- h. determine problems of rural families on agricultural and homemaking techniques, methods and practices, render advisory services for the solution of problems and refer those beyond its capability to answer to appropriate resource entities; and
- i. prepare and propose the provincial budget for the extension program within the province with assistance from the Regional Extension Office.

Functions of the Bureau of Lands

Sec. 71. Subject to the immediate supervision and control of the Undersecretary for Natural Resources, the Bureau of Lands, hereinafter referred to under this title as the “Bureau,” shall be a major planning, policy-making, consultative, advisory and operating entity of the Department, and shall have the functions, assigned to it by pertinent provisions of laws, executive orders, rules and regulations, insofar as they are not inconsistent with these Implementing Details.

Sec. 72. The Bureau shall have an Office of the Director, an Administrative Services Division, a Budget and Fiscal Division, a Legal Division, a Records Division, a Land Management Division, and a Survey Division to be known as the Bureau’s “central offices;” and regional, district and provincial land offices; to be known as the Bureau’s “operating entities.”

Sec. 73. In addition to the Director and the Assistant Director, there shall be a Land Field Service Supervisor who shall, subject to delegations by the Director, have the following functions, among others:

- a. direct and coordinate Bureau field operations activities to insure the effective realization of Bureau objectives; and
- b. develop and recommend field operations plans to implement Bureau policies in the field and execute such plans approved by the Director.

Sec. 74. The functions, duties and responsibilities of the Administrative Services Division of the Bureau shall include, but not be limited to, those enumerated in Section 19 of the Plan, except budget and fiscal, legal and records functions which are assigned to the divisions of the same name by Section 85 of the Plan. Subject to Departmental policies, standards and review, the Administrative Services Division shall provide services to the Bureau's Central offices and perform technical supervision and guidance for the performance of similar and related activities by field offices. It shall have four (4) sections under it, namely: Personnel Section, Property and Supply Section, General Services Section and Public Relations and Reference Section, with corresponding duties and responsibilities as follows:

- a. The Personnel Section shall have the following functions, among others:
 - (1) process papers relating to appointments, promotions, transfers, reinstatements, leaves of absence, sick leaves, and other personnel transactions which require action by the Bureau Director;
 - (2) keep and maintain current, plantilla of personnel and records of personnel of the Bureau;
 - (3) initiate and maintain a personnel training program;
 - (4) study and recommend the assignment or reassignment of personnel in the best interest of the service;
 - (5) perform recruitment activities consistent with civil service and other personnel laws, rules and regulations; and
 - (6) promote employee morale and welfare; assist in developing and improving the efficiency and morale of personnel by enlightening employees on their problems and needs.
 - b. The Property and Supply Section shall have the following functions, among others:
 - (1) procure, keep and maintain the Bureau's property, supplies and equipment, condemn and dispose of, property that has become worn out, obsolete or useless;
 - (2) maintain records of supplies and equipment received and issued and keep current inventories of property, equipment and supplies;
 - (3) handle purchase requisitions and make official purchases for entities and officials of the Bureau; and
 - (4) conduct studies on and recommend measures for the most effective utilization and upkeep of Bureau property and equipment.
 - c. The General Services Section shall have the following functions, among others:
 - (1) maintain the grounds and buildings of the Bureau and ensure that properties within them are secured;
 - (2) maintain facilitating office services such as janitorial, elevator, messengerial and driver services;
 - (3) provide multilith and other printing services; and
 - (4) maintain and keep current, the clippings of the Bureau.
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- d. The Public Relations and Reference Section shall have the following functions, among others;
- (1) handle the editing and publication of land journals, bulletins and other informative materials;
 - (2) consolidate and prepare the annual, quarterly, semi-annual and other special reports of the Bureau;
 - (3) attend to inquiries and follow-ups made by the public relating to the status of their applications which include homesteads, sales, leases, patents, sub-leases and other applications pertaining to public lands; and
 - (4) administer a Bureau library and reference service.

Sec. 75. The Budget and Fiscal Division shall, among others, be responsible for functions of the Bureau relating to budget and fiscal activities subject to Departmental policies, standards and review. It shall have three sections under it, namely: Budget Section, Fiscal Section and Office Methods and Procedures Section, with corresponding duties and responsibilities as follows:

- a. The Budget Section shall have the following functions, among others:
- (1) maintain the Bureau's budget system in accordance with government-wide program established by the Budget Commission;
 - (2) coordinate and integrate divisional budget requirements into annual budget request for the Bureau and assist in the formulation of supporting statements and compilation of data to justify the budget;
 - (3) examine and analyze expenditures, and prepare reports on budget variations for submission to the Director;
 - (4) assist Division Chiefs in reviewing performance measurement reports and offer advice for operating their divisions within budgetary limits;
 - (5) furnish budget and expense data needed for progress reports to the Director of Lands and others; and
 - (6) undertake special budget assignments and studies in the interest of more effective and realistic budget control.
- b. The Fiscal Section shall have the following functions, among others:
- (1) maintain for the Bureau required accounting and statistical records;
 - (2) maintain detailed accounts of receivable records on all land purchase contracts and leases, and prepare regular reports on past due accounts for the use of the Director and the Land Field Service Chief in effecting collections;
 - (3) provide for the recording and control of all monies received by the central office;
 - (4) provide for the recording and control of all cash disbursements made by the Bureau;
 - (5) provide performance statistics required by the Director, including, but not be limited to, work measurement; and
 - (6) prepare the payroll for and pay the salaries of employees and officials of the central office.
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c. The Office Methods and Procedures Section shall have the following functions, among others:

- (1) prepare and revise methods and procedures used throughout the Bureau, except technical survey methods and the legal aspects of Land Management Procedures;
- (2) develop and recommend clerical office system improvement program;
- (3) conduct analyses of clerical procedures in the Bureau and recommend revision or replacement of existing procedures to assure efficient and economical handling of the Bureau's paper work, and provide better use of manpower and equipment;
- (4) promote awareness among all Bureau personnel of the importance of continuing methods and procedures improvement;
- (5) maintain a centralized control for design and issuance of all forms used by the Bureau of Lands; and
- (6) prepare and maintain current, the Bureau of Land's organization, policies and procedures manual.

Sec. 76. The Legal Division shall be responsible among others, for providing legal counsel and interpretations, assisting in the preparation and analysis of legislative proposals, such as bills, and rules and regulations, investigation of administrative cases, handling the litigation of court cases and reviewing legality of investigations made and decisions rendered on land disputes, subject to Departmental policies, standards and review. It shall have four (4) sections under it, namely: Legislative and Research Section, Investigation Section, Claims and Conflicts Section and Land Registration Section, with corresponding duties and responsibilities as follows:

a. The Legislative and Research Section shall have the following functions, among others:

- (1) maintain effective liaison for the Bureau with other entities of the government concerned with legal matters;
- (2) keep the Director informed of actions in these areas affecting the Bureau;
- (3) assemble and compile data and information which will assist the Public Relations Section in the preparation of reports and information matters;
- (4) prepare legislative bills for proposals to Congress; and
- (5) gather data on legislative activities to keep the Bureau Director informed of latest developments affecting land disposition on and settlement of land cases.

b. The Investigation Section shall have the following functions, among others:

- (1) conduct administrative investigations of charges directed against officers and employees of the Bureau;
 - (2) conduct investigations of cases involving controversies relating to the disposition of public lands and other landed properties under the control of the Bureau;
 - (3) assist in the promulgation of rules and regulations governing the activities of the Bureau;
 - (4) conduct investigations on cases referred to the Bureau by the PCAC, the Office of the President and/or by the Secretary of the Department; and
 - (5) assist the Solicitor General in representing the Bureau in court and conduct necessary research related thereto.
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- c. The Claims and Conflicts Section shall have the following functions, among others:
- (1) investigate and prepare decisions on claims and conflicts;
 - (2) render interpretations on the law relating to claims and conflict cases upon appropriate requests;
 - (3) conduct investigations and render reports on claims and conflicts where action by local offices might have been prejudiced;
 - (4) assist the Land Registration Section to file court petitions for patent cancellation when decision requires; and
 - (5) provide data required by the Secretary of Agriculture and Natural Resources in appeal cases arising from claims and conflicts decisions.
- d. The Land Registration Section, in cooperation with the Solicitor General, shall have the following functions, among others:
- (1) investigate petition cases referred to the Bureau by the Land Registration Commission of the Department of Justice to assure that the land involved is free and clear for titling by petitioning the Court of First Instance in the appropriate province to adjudicate titles of private lands within isolated surveys;
 - (2) present to the Court of First Instance petitions for title adjudication of all private lands within the cadastre at the completion of each cadastral survey;
 - (3) initiate compulsory registration proceedings by petitioning the Court of First Instance in the appropriate province to adjudicate titles of private lands within isolated surveys; and
 - (4) present petitions for patent cancellation in appropriate courts of law when notified that decisions on claims and conflict cases require patent cancellation.

Sec. 77. The Records Division shall, among others, be responsible for records management and control which include custody and safekeeping of records and documents, maintenance of files, and the receipt, dispatch and distribution of correspondence, subject to Departmental policies, standards and review. It shall have three sections, namely: General Records Section, Public Land Records Section, and Survey Records Section, with corresponding duties and responsibilities as follows:

- a. The General Records Section shall have the following functions, among others:
- (1) maintain the filing system and controls established for general records, excepting personnel records;
 - (2) provide Records and Documents Division Chief with appropriate recommendations for improvement of filing system and controls;
 - (3) maintain controlled withdrawal systems for general records files;
 - (4) maintain established correspondence control; and
 - (5) receive, distribute and mail correspondence and maintain a register of such actions.
- b. The Public Land Records Section shall have the following functions, among others:
- (1) maintain the filing system and controls established for public land records;
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- (2) assist Records and Documents Division Chief in developing improved records system and controls;
 - (3) maintain controlled withdrawal system of public land record files; and
 - (4) provide copies of public land records for specific fees upon application of the public.
- c. The Survey Records Section shall have the following functions, among others:
- (1) maintain files of white print maps and duplicate of computation and lot description books for reference by Bureau personnel and the general public;
 - (2) enforce controls in the withdrawal of survey records for reference;
 - (3) provide copies of records for the public upon application and payment of fees; and
 - (4) assist Records and Documents Division Chief in developing improved filing system and controls.

Sec. 78. The Land Management Division shall, among others, be responsible for ensuring the carrying out of plans for the management and disposition of disposable public, friar, and other government land; preparing, issuing and reviewing of patents, leases, deeds of sales and permits; and recommending policies and programs for land administration, allocation and settlement. It shall operate primarily as a planning, policy-making, consultative and advisory entity of the Bureau for the aforementioned activities. The Division shall have three sections under it, namely: Sales and Leases Section, Homestead and Free Patent Section and Patents and Deeds Section, with corresponding duties and responsibilities as follows:

- a. The Sales and Leases Section shall have the following functions, among others:
- (1) process sales and lease applications, including the publication of notices of sales and lease, handling of auction, and award of land to successful bidders;
 - (2) prepare and issue revocable and other types of land permits;
 - (3) maintain files of documents, maps and plans of land reservations set aside by order of the President;
 - (4) take action on requests for reservation of public lands for public or quasi-public purposes; and
 - (5) prepare drafts of such other materials for presidential consideration.
- b. The Homestead and Free Patent Section shall have the following functions, among others:
- (1) review previous action and process homestead and free patent applicants;
 - (2) ensure that the applicant has complied with residence, cultivation and formal requirements for the issuance of a homestead or free patent; and
 - (3) cooperate with the Patents and Deeds Section to insure the speedy disposal of applications on homestead and free patents.
- c. The Patents and Deeds Section shall have the following functions, among others:
- (1) prepare and issue land patents for sales, free patents and homestead applications; and
 - (2) prepare and issue deeds of sales covering friar land, alien and other government lands.
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Sec. 79. The Survey Division shall, among others, be responsible for the control and supervision of field surveys, maintenance of survey standards, the approval of survey techniques employed, review of survey contracts with private surveyors, maintenance of control system for the output of maps and plans, and following current development on survey methods and techniques recommend plans and programs for survey activities. It shall have the following sections, with corresponding duties and responsibilities as follows:

- a. The Survey Control Section shall have the following functions, among others:
 - (1) develop survey field control sets;
 - (2) assign and operate field control survey parties;
 - (3) select significant control areas;
 - (4) recommend control party assignments;
 - (5) process data on surveys by field parties;
 - (6) prepare control set adjustment procedures;
 - (7) check, evaluate and improve necessary existing controls;
 - (8) reduce controls to standard Philippine data and coordinates;
 - (9) maintain control data records; and
 - (10) study the application of photogrammetric techniques to survey control and make recommendations as to their use.
 - b. The Survey and Map Projection Section shall have the following functions, among others:
 - (1) produce control maps from computed and verified data;
 - (2) draft projection sheet and plot established controls;
 - (3) project surveys on project sheets; and
 - (4) certify, for computation, surveys which do not overlap prior surveys and return overlapping surveys to proper units.
 - c. The Electronic Computation Section shall have the following functions, among others:
 - (1) perform area computation operations with the use of automatic mechanical equipment;
 - (2) train employees in automatic mechanical computation work; and
 - (3) recommend new opportunities for use of mechanical computing machines.
 - d. The Calculating Machine Computation Section shall have the following functions, among others:
 - (1) control computation operations; and
 - (2) train employees in the operation of calculating machines.
 - e. The Cadastral Surveys Section shall have the following functions, among others:
 - (1) insure the completeness of all cadastral survey returns submitted from the field;
 - (2) prepare technical descriptions of cases;
 - (3) check bearing and distance of courses;
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- (4) ensure accuracy and completeness of all cadastral maps and computation sheets;
 - (5) prepare lot descriptions;
 - (6) prepare technical description of lots for patent issuance;
 - (7) prepare alphabetical and numerical list of cadastral lot claimants; and
 - (8) check boundary cases.
 - f. The Public Land Subdivision and Survey Section shall have the following functions, among others:
 - (1) ensure the completeness of all public land subdivision survey returns received from the field;
 - (2) prepare technical descriptions of cases;
 - (3) check bearing and distance of courses;
 - (4) check boundary of cases;
 - (5) ensure accuracy and completeness of all public land subdivision maps and computation sheets;
 - (6) prepare lot descriptions;
 - (7) prepare technical descriptions of lots for patent issuance; and
 - (8) prepare alphabetical and numerical list of public land subdivision lot claimants.
 - g. The Isolated Surveys Section shall have the following functions, among others:
 - (1) ensure completeness of all isolated survey returns submitted for verification;
 - (2) check bearings and distance of courses;
 - (3) prepare plans for isolated surveys; and
 - (4) ensure the completeness of computation sheets to be submitted to the computing sections for verification.
 - h. The Survey Reconstruction Section shall have the following functions, among others:
 - (1) construct survey maps, plans, computation sheets lot descriptions and other essential survey data damaged during the war and occupation; and
 - (2) ensure completeness of reconstructed computation sheets.
 - i. The Reproduction Section shall have the following functions, among others:
 - (1) produce cloth reproducible from original maps;
 - (2) produce white prints from cloth reproducibles, tracing and paper negatives;
 - (3) produce microfilm copies of essential survey records for permanent storage; and
 - (4) reproduce other survey data and office documents as requested.
 - j. The Technical Standards Section shall have the following functions, among others:
 - (1) recommend continuing improvement in survey standards;
 - (2) review field and office procedures on surveys, techniques, forms and equipment against established standards;
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- (3) determine and report deviation from standards and corrective action; and
 - (4) prepare revised surveys Manual of Regulations.
- k. The Technical Reference Section shall have the following functions, among others:
- (1) maintain working files of all technical records essential to and for the exclusive use of the Survey Division; and
 - (2) provide physical protection of survey record files.
- l. The Survey Production Statistics Section shall have the following functions, among others:
- (1) receive, report and distribute to processing sections all field survey returns including private survey returns;
 - (2) maintain daily job progress records on processing of individual, public and subdivision cadastral projects;
 - (3) maintain isolated survey processing records showing total number of isolated surveys completed each day and total not processed;
 - (4) prepare cumulative production progress reports from daily recordings as required by the Survey Division;
 - (5) estimate changes of proposed surveys, using standards set by Administrative Order, together with actual costs of previous surveys as reported by the Budget and Control Division; and
 - (6) relay requests for technical description for land patents from the Land Management Division to cadastral public land subdivision and isolated survey sections.

Sec. 80. There shall be in the Survey Division three supervisors, who shall be responsible for controls and computations, data and map preparation, and survey services respectively, and who shall be directly responsible to the Survey Division Chief.

Sec. 81. Unless otherwise provided by law or competent authority, the Bureau shall have eight Regional Land Offices with jurisdictions, boundaries and headquarters offices conforming to Reorganization Plan No. 53-A and its Implementing Details.

Sec. 82. The functions, duties and responsibilities of a Regional Land Office shall consist of, but not be limited to, the following:

- a. perform direct supervision and control over district land officers;
 - b. submit such operating and control reports as may be required;
 - c. recommend the appointment and promotions of District and Provincial Land Officers;
 - d. implement all policies, programs, plans and work goals established by the Bureau;
 - e. initiate and forward recommendations for actions or procedures that will advance land administration and settlement;
 - f. supervise and coordinate activities of district and provincial land offices and field parties to observe performance compared against established programs and objectives; and
 - g. conduct meetings, as required, with District Land Officers, Provincial Land Officers and Officers-in-Charge to discuss policies, programs, problems and work goals.
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Sec. 83. There shall be District Land Offices in accordance with the requirements of Bureau operations in the field and current appropriations. A District Land Office shall report to and be under the direct line authority of the Regional Land Office concerned, and shall have the following functions, duties and responsibilities, among others:

- a. supervise and coordinate the efforts of Bureau personnel in the district engaged in land administration and allocation;
- b. supervise the collection of survey and other fees, charges, deposits, leases, rentals, sales installments and interest payments in the district;
- c. supervise and coordinate the investigation and paper work activities required for approval of land application and issuance of land patents;
- d. approve homestead applications which comply with legal requirements;
- e. cancel or reject public land applications;
- f. render decisions on claims and conflicts cases which do not involve matters specified in Lands Administrative Order No. 13-1, dated October 7, 1940;
- g. furnish evidence and data as required for claims and conflicts cases processed by the Legal Division;
- h. submit operating and control reports to the Region Land Officer Chief; and
- i. provide administrative supervision over contract surveyor's activities to ensure compliance with contractual requirements.

Sec. 84. Immediately under District Offices, shall be Provincial Land Offices which shall be established in accordance with current appropriations of the Bureau and with the requirements of field operations activities. A Provincial Land Office shall have the following functions, duties and responsibilities, among others:

- a. supervise land administration, survey and allocation activities within the provincial area;
- b. process and forward land applications filed within the Office to the District Land Office concerned or to the central offices as appropriate; and
- c. supervise such sub-offices, survey parties, and projects as shall be established to assist in the performance of the aforementioned functions.

Sec. 85. There shall be other local offices, projects or units in the province as operations justify and require their establishment. Such subordinate entities shall be placed under the immediate and direct supervision and control of the Provincial Land Office concerned.

Functions of the Bureau of Forestry

Sec. 86. Subject to the immediate supervision and control of the Undersecretary for Natural Resources, the Bureau of Forestry, hereinafter referred to under this title as the "Bureau," shall be a major planning, policy-making, consultative, advisory and operating entity of the Department, and shall have the functions assigned to it by pertinent provisions of laws, executive orders, rules and regulations, insofar as they are not inconsistent with the Plan and these Implementing Details. In accordance with Section 86 of the Plan, the Bureau shall coordinate with and assist the Parks and Wildlife Office in the execution of parks and wildlife programs.

Sec. 87. The Bureau shall have an Office of the Director, an Administrative Services Division, a Forest Management Division, a Forest Land Uses Division, a Domain Use Division, a Reclamation and Reforestation Division, a Sawmills and Licenses Division, and a Forest Research Division to be known as the Bureau's "central offices;" and "district offices." The Bureau's central offices shall operate primarily as policy-making, planning, consultative and advisory entities for, perform technical supervision of, and perform, as appropriate, operational activities, except the Administrative Services Division which shall serve as an auxiliary entity of the Bureau.

Sec. 88. Subject to Departmental policies, standards and review, the Administrative Services Division of the Bureau shall, among others, provide the auxiliary services enumerated in Section 19 of the Plan and provide technical guidance for the performance of similar activities by field entities of the Bureau. It shall have a Budget and Finance Section, a Personnel Section, a Property and General Services Section, a Legal Section, a Forestry Information Section and a Records Section, with corresponding duties and responsibilities as follows:

- a. The Budget and Finance Section shall have the following functions, among others:
 - (1) prepare forms, orders and circulars embodying instructions on budget preparation and control;
 - (2) consolidate all budget requests of the Bureau and prepare a Bureau budget reflecting its needs and requirements;
 - (3) assemble, compile and prepare supporting statements, facts, data and statistics to justify the budget request of the Bureau;
 - (4) process expense accounts, requisitions, vouchers and other papers involving financial matters;
 - (5) make proper deposits and remittances to funds and perform such accounting work as may be required, not otherwise delegated by law to the Budget Commission;
 - (6) prepare the payroll for and pay the salaries of the Bureau officials and employees;
 - (7) process transportation orders and authority to travel;
 - (8) prepare financial statements and/or reports as may be required;
 - (9) study and analyze reports on appropriations and trends of expenditures;
 - (10) perform research and studies for purposes of simplifying, improving, and developing administrative work methods, procedures and techniques, office forms and forms control system; and
 - (11) conduct studies on organizational problems and propose solutions therefor.
- b. The Personnel Section shall have the following functions, among others:
 - (1) initiate and maintain a manual system for the Bureau;
 - (2) initiate and maintain a personnel program, consistent with civil service and other personnel laws, rules and regulations, which includes in-service training of personnel, analysis of positions and qualifications of prospective and incumbent personnel, setting standards for and process papers relating to recruitment, appointments, transfers, reassignments, and others;
 - (3) keep and maintain current, plantilla and records of personnel of the Bureau;
 - (4) study and recommend the proper utilization of personnel;

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- (5) promote employee welfare and morale and assist in developing and improving efficiency and morale of the personnel by giving necessary information and advice on personnel needs and problems;
 - (6) inform employees of civil service rules and regulations and explain the meaning of and reasons for various personnel actions;
 - (7) investigate employee irregularity and study administrative cases, prepare and submit reports and recommend actions on such cases; and
 - (8) perform liaison work with entities of the government concerned with personnel activities.
- c. The Property and General Services Section shall have the following functions, among others:
- (1) procure, keep and maintain the Bureau's property, supplies and equipment, and condemn and dispose of, within regulations, property that has become worn out, obsolete and useless;
 - (2) maintain adequate records of supplies and equipment received and issued to entities and officials of the Bureau and keep current inventories of property, supplies and equipment;
 - (3) handle purchase requisitions and make purchases for the entities and officials of the Bureau;
 - (4) supervise the use and maintenance of office equipment and property;
 - (5) maintain and manage janitorial, messengerial, clerical, security, shops and other facilitating services; and
 - (6) maintain the buildings and grounds of the Bureau and see that property within them are secured.
- d. The Legal Section shall have the following functions, among others:
- (1) render legal advice and services to entities of the Bureau;
 - (2) prepare legal documents, study laws, rules and regulations affecting the Bureau's activities and propose amendments or changes to be made;
 - (3) comment on pertinent legislation or bills and rules and regulations being formulated; and
 - (4) assist appropriate entities in the Bureau in the litigation of cases involving the Bureau of Forestry and seek legal assistance from the Office of the Solicitor General when needed.
- e. The Forestry Information Section shall have the following functions, among others:
- (1) prepare informative materials for press release and for production or reproduction by the Agricultural Information Division or by other entities on a contractual or reimbursement basis;
 - (2) supply such information and materials requested and needed by the Bureau of Agricultural Extension for the purpose of disseminating information to the people;
 - (3) consolidate reports of entities in the Bureau and prepare the Bureau's reports;
 - (4) assist private individuals or officials of other entities in securing technical information from the Bureau;
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- (5) administer a Bureau library and such libraries as may be established for use of Bureau officials and employees and the public; and
 - (6) act as liaison with the Agricultural Information Division regarding informative materials on forestry.
- f. The Records Section shall have the following functions, among others:
- (1) keep and maintain the filing system and controls established for Bureau records, reports and documents except personnel records;
 - (2) conduct studies and make appropriate recommendations to the Administrative Division Chief for the improvement of filing systems and controls;
 - (3) maintain established correspondence control and continuous study on the correspondence system; and
 - (4) receive, distribute and mail correspondence and maintain a register for such purposes.

Sec. 89. The Forest Management Division, shall among others, administer the functions of the Bureau relating to the formulation of policies, programs and plans, the setting of standards, criteria and practices for the management of timber and range resources; and technically supervise and coordinate similar activities in the field. It shall have a Timber Inventory Section, a Management Plans Section, a Concessions Section and a Forest Reserves Section, with corresponding duties and responsibilities as follows:

- a. The Timber Inventory Section shall have the following functions, among others:
- (1) formulate and systematize methods of timber inventory;
 - (2) delimit areas to be retained as permanent forest lands in consultation with the Domain Use Division;
 - (3) coordinate and supervise timber inventory activities and the collection of data on soil cover and forest types in permanent forests, all of which are designed for the preparation of management plans or for the control and proper use of the different forest lands; and
 - (4) prepare timber resources analyses reports and statistics.
- b. The Management Plans Section shall have the following functions, among others:
- (1) prepare standards, instructions and programs for selective timber management, range management, watershed management and other forest resources management to assure the optimum multiple use of forest lands and to attain sustained yield on forest products;
 - (2) determine allowable cuts, logging methods and equipment for logging operators in permanent forests, and ensure the application of the same;
 - (3) determine the logical boundaries of areas covered by timber licenses in conjunction with the Concessions Section;
 - (4) organize forest working “circles”;
 - (5) prepare, modify or revise range management plans, water-shed management plans, timber management plans and other forest resource plans, jointly or in consultation with district foresters and license operators;
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- (6) conduct field inspections, as directed, to follow-up scientific and practical implementation of timber management plans and study improvements necessary for the modification or revision of said plans;
 - (7) develop and prescribe tree marking and residual inventory rules and regulatory fines on logging damages to the immature stands;
 - (8) keep control and records of timber cutting in accordance with cutting budgets, and record silvi-cultural operations in working “circles”;
 - (9) consider and submit forest management research problems to the Forest Research Division and effectively apply results of research in the implementation of forest management plans; and
 - (10) ensure that activities of other divisions in managed areas are in conformity to the objectives and prescriptions of forest management plans.
- b. The Concessions Section shall have the following function among others:
- (1) issue or grant timber licenses and agreements, or supervise the processing or issuance of the same by district office personnel;
 - (2) prepare and recommend rules, regulations and procedures for the granting of timber concessions and licenses and the operation of licensees or concessionnaires;
 - (3) advertise forest areas applied for and scrutinize qualifications of applicants;
 - (4) determine awardees on the basis of ability to operate efficiently and in accordance with prescriptions for sustained yield management;
 - (5) act on violations of cutting rules, prescriptions and other terms of timber-licenses and agreements, and apply the proper penalties therefor;
 - (6) act on conflicts of areas relative to timber licenses and agreements;
 - (7) act on requests for additional areas and cuts in consultation with the Management Plans Section; and
 - (8) direct action for securing proper use and improvement of resources in permanent forests.
- c. The Forest Reserves Section shall have the following functions, among others:
- (1) administer established forest reserves, communal forests and communal pastures;
 - (2) act on the establishment of, and amend or disestablish existing forest reserves, communal pastures and forests;
 - (3) act on applications for the establishment of civil reservations;
 - (4) prepare corresponding proclamations or administrative orders on forest reserves, communal forests, communal pastures, and civil reservations for approval by higher authorities;
 - (5) verify and certify to the Bureau of Mines applications for mining leases and claims as to their locations with respect to existing forest reserves, national parks, communal forests and communal pastures; and
 - (6) cooperate with the Domain Use Division on domain use classification principally those affecting timber lands, forest reserves, communal forests and communal pastures.
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Sec. 90. The Forest Land Uses Division shall, among others, administer functions of the Bureau relating to the status, occupancy and use of public forest lands, in accordance with Sections 1838 and 1829 of the Revised Administrative Code, as amended, and illegal occupancy and destruction of public forests in violation to Section 2571 of said Code, as amended by Commonwealth Act No. 447. It shall have a Special Uses Section, a Pasture and Fishpond Section, and a Forest Claims, Registration and Protection Section, with corresponding duties and responsibilities as follows:

- a. The Special Uses Section shall have the following functions, among others:
 - (1) ensure the efficient administration, supervision, occupancy and use of public forest lands in accordance with Section 1838 of the Revised Administrative Code, as amended, except for pasture and fishpond purposes;
 - (2) process applications and prepare instructions for the inspection by field offices of areas applied for;
 - (3) prepare calls for rentals and bond deposits on applications approved and order of rejection for those disapproved;
 - (4) prepare papers for the issuance of permits or leases approved or rejection or cancellation of applications for which the rental calls have not been complied with, or as requested by applicants; and
 - (5) prepare follow-up for rentals due yearly or in arrears and renewals of permits or leases or cancellations thereof, and supervise technically the performance of the same by field personnel.
 - b. The Pasture and Fishpond Section shall have the following functions, among others:
 - (1) supervise technically the zonification of mangrove and other swamps under the jurisdiction of the Bureau of Forestry to determine the portions to be made available for fishponds and that to be retained for forest purposes, the first to be certified to the Bureau of Fisheries for disposition under fishpond permits or leases;
 - (2) prepare instructions to fieldmen for the inspection of areas applied for fishpond purposes and referred to the Bureau of Forestry by the Bureau of Fisheries; process inspection reports submitted; and certify the availability of areas for the purpose desired, all of which may no longer be necessary as soon as zonification is completed;
 - (3) process pasture applications and ensure the inspection of areas applied for and process reports submitted relating thereto;
 - (4) prepare calls for rentals and bond deposits on pasture applications approved or orders of rejection for those disapproved; and
 - (5) prepare follow-up for rentals due yearly or in arrears, and issue renewals of permits, leases or orders of cancellation thereof.
 - c. The Forest Claims, Registration and Protection Section shall have the following functions, among others:
 - (1) handle land registration cases in courts and the examination of private claims within forest lands and registration of private lands with valid titles containing timber and other forest products pursuant to Section 1829 of the Revised Administrative Code;
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- (2) issue instructions thereon and process reports including titles and other muniments submitted and prepare decisions or orders on forest claims and/or certificates of registration of private woodlands with valid titles;
 - (3) ensure the implementation of policies, laws and rules or regulations on forest protection to prevent violations and handle legal actions on cases involving illegal occupancy, trespass or destruction of public forest or forest lands;
 - (4) supervise technically field activities relating to protection work;
 - (5) process and compile reports and make recommendations on squatters and illegal destruction of public forests in violation of Section 2751 of the Revised Administrative Code, as amended by Commonwealth Act No. 447; and
 - (6) act as liaison with the Philippine Army, Philippine Constabulary and Philippine Air Force, in the detection, prevention and prosecution of violators of the above-mentioned laws.

Sec. 91. The Domain Use Division shall, among others, handle functions relating to the classification, demarcation and delimitation of the public domain into permanent forest lands, temporary timberlands, and alienable or disposable lands to be turned over for administration and disposition by the Bureau of Lands; control and supervise all field surveys through the setting and maintenance of technical survey standards, techniques and methods; prepare basic forestry maps; and compute, compile and prepare forest statistical data for guidance in the formulation of policies for the proper administration and disposition of the public forest. It shall have a Surveys Control and Coordination Section, a Data Computation Section, and a Mapping and Drafting Section, with corresponding duties and responsibilities as follows:

- a. The Surveys Control and Coordination Section shall have the following functions, among others:
 - (1) set and maintain technical standards, procedures and other guides for the conduct of field surveys;
 - (2) maintain controls for the operation and location of survey parties in the field;
 - (3) check, review and coordinate land classification reports and all activities with respect to surveys for the purpose of delimitation and demarcation of the public domain;
 - (4) maintain control data records;
 - (5) prepare orders for the investigation of isolated parcels;
 - (6) certify areas classified according to findings obtained from field survey parties, and reviews and verifications made;
 - (7) draft Forestry Administrative Orders and certification papers to be transmitted for approval to higher authorities; and
 - (8) recommend plans, programs and projects to be undertaken for more efficient methods of land classification surveys and for the speedy classification of the public domain.
 - b. The Data Computation Section shall have the following functions, among others:
 - (1) schedule all survey computations in the control office including those required for survey verification and survey control;
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- (2) consolidate, compile and prepare statistical data submitted by field survey parties for information and guidance in the formulation of appropriate technical plans and programs;
 - (3) establish guides and controls for the compilation, computation and drafting of data by field surveyors; and
 - (4) plot field notes submitted by field surveyors, and trace said plottings.
- c. The Mapping and Drafting Section shall have the following functions, among others:
- (1) prepare and reproduce basic forestry maps, such as standard maps, atlas, folio, working plan base maps, including land classification, timber surveys reconnaissance, forest planting, reforestation, concession areas and similar maps;
 - (2) produce control maps from computed and verified data;
 - (3) draft projection sheet and plotting of established controls, illustrations, charts and other visual aids to give more vivid description to reports; and
 - (4) perform all mapping and drafting work for all entities of the Bureau.

Sec. 92. The Sawmills and Licenses Division shall handle functions formerly assigned to the Division of Forest Concession and Sawmills which was abolished by Section 88 of the Plan, except those functions which are assigned to the Forest Management Division by said Section. Among others, it shall perform appropriate functions relating to licensing or granting concessions, except timber and issuance of grazing permits; scaling and measuring of forest products for the collection of fees, assessment of minor forest products and determination of rate of forest charges; and inspection and licensing of sawmills. The Sawmills and Licenses Division shall have a Minor Products Licenses Section, a Sawmills Section and a Lumber Inspection Service Section, with corresponding duties and responsibilities as follows:

- a. The Minor Products Licenses Section shall have the following functions, among others:
- (1) receive, record and refer to the District Office concerned, application on minor forest products and similar concessions for inspection of areas covered thereby;
 - (2) prepare and issue original licenses or their renewal and collect appropriate fees or charges therefor, and technically supervise the performance by District Offices of similarly delegated functions;
 - (3) comment on land classification reports and applications for fishponds and other special uses affecting areas that are under concessions;
 - (4) maintain control maps of areas covered by concessions and licenses on minor forest products; and
 - (5) inspect areas under minor products concessions, settle conflicts and complaints.
- b. The Sawmills Section shall have the following functions, among others:
- (1) process applications for sawmill permits and issue original and renewed sawmill permits in accordance with Republic Act No. 460, and supervise the performance of similarly delegated functions by field personnel;
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- (2) supervise technically the scaling of timber and measuring or invoicing of minor forest products for the collection of forest charges and reforestation fund charges;
 - (3) conduct mill studies to acquaint scalers of log defects to ascertain the amount to be deducted due to natural and unavoidable defects, and provide for the training of scalers and check-scalers;
 - (4) check-scale the scalers to promote efficiency in scaling;
 - (5) cooperate with the Bureau of Internal Revenue personnel in gathering data for the purpose of assessing forest products and in the collection of forest charges; prepare necessary instructions to District Offices for this purpose;
 - (6) assist in the collection and compilation of data on the lumber industry, as well as information on equipment and machineries used and to keep records on timber and minor forest products production cut by licensees and non-licensees;
 - (7) register and issue permits to agents, contractors and dealers of logs, lumber and commercial piles; and
 - (8) conduct regular inspection and make reports on lumber yards.
- c. The Lumber Inspection Service Section shall have the following functions, among others:
- (1) provide for the inspection and grading of logs and lumber for export to maintain the prestige of Philippine woods in foreign markets;
 - (2) supervise the work of timber inspectors in the field to see that their work is in accordance with the grading rules and regulations;
 - (3) compile data on logs and lumber exported with their corresponding value and countries of destination;
 - (4) conduct studies and initiate measures to help promote Philippine lumber trade and prepare lumber trade reviews;
 - (5) prepare and/or revise grading rules to conform with present needs.

Sec. 93. The Forest Research Division shall, among others, formulate and ensure the implementation of research programs, policies, and practices by the various experiment stations of the Bureau. It shall supervise technically, research and studies conducted by the experiment stations on silvics and silviculture, forest and watershed management, forest influences, forest genetics, forest pest and disease, range conservation, forest nursery practices, including the preparation of local volume, taper and yield tables, in collaboration with the Forest Management Division and other divisions concerned. It shall have a Silvics and Silviculture Section, a Forest Influence Section, a Forest Pests and Diseases Section, and a Forest Grazing Section, with corresponding duties and responsibilities as follows:

- a. The Silvics and Silviculture Section shall have the following functions, among others:
- (1) supervise the establishment of sample plots for growth and yield studies and of plots for the growing of varieties of species selected from vigorous trees and for seed production;
 - (2) prepare local taper and volume tables, silvical leaflets, and instructions on planting techniques for different tree species to be reproduced by the Forestry Information Section; and
 - (3) study the regeneration of cut-over areas, forest succession, best and most economical methods of planting, selection and treatment of seeds, preparation and handling of
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nursery stock, silvical requirements of forest trees and other forest plants of economic importance, the application of thinnings, acclimatization of exotic plants, mortality and behavior of species, and forest genetics.

- b. The Forest Influence Section shall have the following functions, among others:
 - (1) conduct studies and researches on the influence of forests, on the occurrences of floods, surface run-offs and banks to minimize erosion, and on the factors responsible for soil formation and fertility; and
 - (2) evaluate research results for implementation and application.
- c. The Forest Pests and Diseases Section shall have the following functions, among others:
 - (1) conduct studies and researches on the various agencies destructive to forest nurseries, plantations and standing trees in the forest, methods of combating them, factors responsible for insect and fungus diseases and infestation;
 - (2) recommend methods of control or prevention of pests and diseases; and
 - (3) study insects beneficial to forestry.
- d. The Forest Grazing Section shall have the following functions, among others:
 - (1) conduct studies and researches on timber growing, reproduction, fire, soil erosion, floods and stream flow, ecology of grazing and proper management of range, forage plant introduction, improvement of grazing lands, capacity of range, forage requirement of stocks, poisonous and objectionable plants to grazing animals, and revegetation of over grazed areas; and
 - (2) evaluate results of research for immediate implementation and application upon approval.

Sec. 94. The Reclamation and Reforestation Division shall, among others, administer functions assigned to it by appropriate provisions of laws, executive orders, rules and regulations insofar as they are not inconsistent with the Plan and these Implementing Details.

Functions of the Parks and Wildlife Office

Sec. 95. The Parks and Wildlife Office, hereinafter referred to as the "Office," shall be under the immediate supervision and control of the Undersecretary for Natural Resources, and shall have those appropriate functions transferred to it from the Commission on Parks and Wildlife by Section 86 of the Plan which shall be interpreted to include, but not be limited to, the establishment; operation and management of national parks and recreational centers including regulatory use of the same; conservation and use of wildlife, game and fish, game refuges and sanctuaries, and game farms, natural wonders, historical relics and monuments and natural scenes and beauties; and providing assistance and technical services to local park agencies. The Office shall coordinate its activities and programs with the Bureau of Forestry for the joint use of personnel and facilities, and for the beneficial use of resources on park areas where such will not conflict with the scenic, recreational, or preservation essentials of parks areas.

Sec. 96. The Office shall have an Administrative Services Division, a Parks Division and Wildlife and Game Division.

Sec. 97. Subject to Departmental policies, standards and review, the functions, duties and responsibilities of the Administrative Services Division shall include, but not be limited to, organization and methods analysis; financial and personnel management, procurement, custody and maintenance of supplies, property and equipment; providing facilitating office services to include maintenance of files and records, mails, and messengerial and janitorial services, security and general utility; and legal services. It shall provide related services to entities in the Office.

Sec. 98. The Administrative Services Division shall have two (2) sections under it, namely: Fiscal and Personnel Section and General Services Section, with corresponding duties and responsibilities as follows:

- a. The Fiscal and Personnel Section shall have the following functions, among others:
 - (1) prepare and consolidate budget requests of the Office;
 - (2) assemble, compile and prepare supporting statements, data, and statistics to justify the budget request of the Office.
 - (3) process expense accounts, requisitions, vouchers and other papers involving financial matters;
 - (4) account for all cash disbursement activities;
 - (5) process papers relating to appointments, promotions, transfers, reinstatements, leaves of absence, and other personnel transactions which require action by the chief;
 - (6) prepare the payroll for and pay the salaries of employees;
 - (7) keep and maintain current, the plantilla of personnel and the records of personnel of the Office; and
 - (8) investigate employee irregularity, study administrative cases, prepare and submit reports and recommend actions on such cases.
 - b. The General Services Section shall have the following functions, among others:
 - (1) take custody of office property, equipment and supplies;
 - (2) procure, issue or store and keep property, supplies and equipment needed by the Office;
 - (3) handle property maintenance and utilization and supervise use of the property and equipment by subordinate entities of the Office;
 - (4) dispatch and receive correspondence and perform records filing and records management work;
 - (5) handle facilitating office services such as janitorial, messengerial, transportation, security and other common office services;
 - (6) prepare informative materials designed for press releases and production or reproduction by the Agricultural Information Division;
 - (7) prepare reports required of the Office; and
 - (8) handle public relations activities and reference services of the Office.
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Sec. 99. The Parks Division shall, among others, administer functions relating to the supervision of the establishment, conservation, planning, management, improvement and maintenance of national parks and cooperation with local parks agencies on these activities. It shall have two sections under it, with corresponding duties and responsibilities as follows:

- a. The Conservation Section shall have the following functions, among others:
 - (1) evaluate recreational and multiple uses of areas;
 - (2) supervise the maintenance of national parks and provide assistance and technical services to local government parks;
 - (3) supervise activities designed for the protection of national parks; and
 - (4) study ways and means of conserving original vegetative forest cover of national parks.
- b. The Improvement Section shall have the following functions, among others:
 - (1) take charge of the development and improvement of recreational planning;
 - (2) assist and cooperate with local parks agencies in recreational planning and development;
 - (3) ensure the implementation of recreational plans;
 - (4) execute and/or supervise the execution of project construction programs of development proposals; and
 - (5) coordinate development plans with master plans, project plans and cost estimates.

Sec. 100. The Wildlife and Game Division shall, among others, administer functions relating to supervision on production, preservation and conservation of wildlife, issuance of hunting licenses, establishment and maintenance of game farms, game refuges and bird sanctuaries and conservation of game and wildlife. It shall have two sections under it, with corresponding duties and responsibilities as follows:

- a. The Propagation Section shall have the following functions, among others:
 - (1) perform activities relating to the propagation and development of wildlife and game;
 - (2) perform research and scientific studies and investigations to improve the quality and species of wildlife; and
 - (3) assist the Licenses Section in the formulation of measures designed to regulate the hunting of game and wildlife.
 - b. The Licenses Section shall have the following functions, among others:
 - (1) process and issue hunting licenses, special permits and ordinary permits to use the resources within park areas;
 - (2) propose measures to regulate the hunting of game and wildlife and other resources in the parks; and
 - (3) follow-up the execution of rules and regulations governing the conservation of wildlife, game and other resources.
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Agricultural Tenancy Commission

Sec. 101. The organization and operations of the Agricultural Tenancy Commission as provided in Administrative Order No. 67 dated September 30, 1954, shall remain in effect.

Departmental Councils and Committees

Sec. 102. The National Forestry Council and the National Agricultural Council and their subordinate entities shall continue to serve as coordinating and advisory entities for the Department, the functions and operations of which shall be as provided in the executive orders providing for their creation and composition.

Sec. 103. The Parks and Wildlife Committee established in accordance with Section 87 of the Plan shall be attached to the Office of the Secretary.

REALLOCATION OF APPROPRIATIONS

Sec. 104. From the total appropriations authorized for the period from July first, nineteen hundred and fifty-six to June thirtieth, nineteen hundred and fifty-seven, consisting of the following:

a. Under Republic Act Numbered 1600

(1) For the Department of Agriculture and Natural Resources

Current Operating Expenditures

(a) Office of the Secretary	₱ 1,687,570
General Fund	₱ 1,687,570
(b) Bureau of Plant Industry	5,128,710
General Fund	3,962,960
Special Fund	876,720
Fiduciary Fund	289,030
(c) Bureau of Animal Industry	2,918,130
General Fund	1,854,950
Special Fund	1,063,180
(d) Bureau of Fisheries	1,496,260
General Fund	1,271,290
Receipts Automatically Appropriated	224,970
(e) Bureau of Mines	1,644,720
General Fund	1,068,260
Special Fund	319,570
Fiduciary Fund	256,890
(f) Bureau of Soil Conservation	1,200,110
General Fund	1,026,210
Special Fund	53,900
Bond Fund (RA 1305)	100,000
Fiduciary Fund	20,000

Current Operating Expenditures

(g) Bureau of Agricultural Extension		<u>₱ 5,506,118</u>
General Fund	₱ 2,252,422	
Special Fund (CA 86)	<u>3,253,696</u>	
(h) Bureau of Lands		<u>15,654,415</u>
General Fund	7,965,390	
Special Fund	1,930,325	
Bond Fund (RA 1305)	3,258,700	
Bond Fund (RA 1395)	<u>2,500,000</u>	
(i) Bureau of Forestry		<u>6,642,520</u>
General Fund	3,509,850	
Special Fund	2,632,670	
Bond Fund (RA 1305)	<u>500,000</u>	
(j) Fiber Inspection Service		<u>619,200</u>
Special Fund	<u>619,200</u>	

Capital Outlays

(a) Bureau of Plant Industry		90,000
General Fund	60,000	
Special Fund	<u>30,000</u>	
(b) Bureau of Animal Industry		<u>600,000</u>
General Fund	200,000	
Special Fund	<u>400,000</u>	
(c) Bureau of Forestry		<u>25,000</u>
Special Fund	<u>25,000</u>	
(d) Bureau of Fisheries		<u>103,000</u>
General Fund	<u>103,000</u>	

(2) For the National Economic Council as per special budget for the following entities:

(a) Bureau of Plant Industry		<u>₱ 207,920</u>
C. P. 726	₱ 150,460	
C. P. 7101	<u>57,460</u>	
(b) Bureau of Mines		<u>236,035</u>
C. P. 724	30,000	
C. P. 791	117,035	
C. P. 748	<u>89,000</u>	
(c) Bureau of Forestry		<u>804,580</u>
C. P. 774	59,980	
C. P. 719	<u>744,600</u>	

Capital Outlays

(3) For the Commission on Parks and Wildlife, Office of the President	₱ 202,966
(a) For items of expenditures relating to the operation and maintenance of parks and conservation of wildlife which are transferred to the Department of Agriculture and Natural Resources pursuant to Section 86 of the Plan:	
General Fund	202,966
b. Under Special Legislations	
(1) For the Bureau of Soil Conservation; for items of expenditures relating to the establishment and operation of provincial soils offices and branch soil laboratories:	
Republic Act 1376	44,428
(2) For the Bureau of Lands, from the General Fund	338,959
(a) C. A. 691 (Land Settlement)	313,259
(b) R. A. 719 (Funds appropriated to replenish the Cadastral Survey Fund)	25,700
c. From the Unallotted Surplus, Fiber Inspection Service Fund	₱ 493,739
TOTAL APPROPRIATIONS	₱ 45,644,380

the following sums, subject to adjustment by the Commissioner of the Budget based on the unexpended balance of appropriations available as of the effective date of these Implementing Details, are reallocated for the operation of the Department during the period from July first, nineteen hundred and fifty-six to June thirtieth, nineteen hundred and fifty-seven, except where otherwise provided:

Funds Transferred Out

The following sums are transferred from the Department of Agriculture and Natural Resources:

a. To the Department of Commerce and Industry; for items of expenditures relating to the setting and maintenance of commercial standards for fiber pursuant to Section 26 of the Plan:	
(1) Fiber Inspection Fund (R.A. 1600)	₱ 361,746
(2) Fiber Inspection Fund (Unallotted Surplus)	105,896
	₱ 467,642
b. To the University of the Philippines:	
(1) For items of expenditures relating to the operation and maintenance of the Philippine Institute of Fisheries Technology, Bureau of Fisheries, pursuant to Section 58 of the Plan:	
General Fund	218,116

(2) For items of expenditures relating to the operation and maintenance of the Forest Products Laboratory and for salaries and wages of positions transferred from the Forest Products Research Section, Bureau of Forestry, pursuant to Section 2 of Plan No. 77 and Section 86 of the Plan:			
General Fund			<u>412,220</u>
(3) For items of expenditures relating to the operation and maintenance of the School of Surveying, Bureau of Lands, pursuant to Section 23 of the Plan:			
(a) General Fund	₱ 18,620		
(b) R. A. 310 (PLSS)	<u>2,787</u>		<u>₱ 21,407</u>
c. To the Department of Education: for items of expenditures relating to the operation and maintenance of the Schools of Fisheries, Bureau of Fisheries, pursuant to Section 58 of the Plan:			
General Fund			<u>471,620</u>
d. To the Department of Public Works, Transportation and Communications: for items of expenditures relating to the administration of the irrigation systems of the friar lands, pursuant to Section 84 of the Plan:			
Friar Lands Estate Fund (Special Fund)			<u>91,305</u>
e. To the Institute of Science and Technology or its successor entity, the National Scientific and Industrial Research Institute: for items of expenditures relating to research on the industrial and applied uses of fish products, Bureau of Fisheries, pursuant to Section 56 of Plan No. 30-A:			
General Fund			<u>7,035</u>
f. For Implementation of Plan No. 2-A:			<u>1,992,024</u>
(1) Bureau of Lands:			
General Fund	₱ 416,419		
Special Funds	7,980		
Bond Fund (R.A. 1305)	134,160		
Bond Fund (R.A. 1395)	<u>499,680</u>	₱ 1,058,239	
(2) Bureau of Forestry:			
General Fund	21,420		
Special Fund	503,960		
Bond Fund (R.A. 1305)	36,900		
Counterpart Funds	<u>8,340</u>	570,620	
(3) Bureau of Plant Industry:			
General Fund	₱ 111,750		
Special Funds	84,605		
Fiduciary Fund	47,538		
Counterpart Funds	<u>31,590</u>	₱ 275,483	
(4) Bureau of Mines:			
General Fund	6,396		

Special Fund	1,380	
Trust Fund	4,440	
Counterpart Funds	<u>1,020</u>	13,236
(5) Bureau of Fisheries:		
General Fund	<u>510</u>	510
(6) Bureau of Animal Industry:		
Special Fund	<u>56</u>	56
(7) Bureau of Soil Conservation:		
General Fund	<u>2,260</u>	2,260
(8) Bureau of Agricultural Extension:		
Special Funds	<u>61,700</u>	61,700
(9) Commission on Parks and Wildlife:		
General Fund	<u>9,920</u>	9,920
Total Funds Transferred Out		<u><u>₱ 3,681,369</u></u>

B. Current Operating Expenditures

(1) Office of the Secretary

PROGRAM I: ENFORCEMENT OF AGRICULTURAL TENANCY LAWS

For enforcement of tenancy laws which includes the carrying out of education and information program through preparation, distribution and dissemination of materials and the conduct of rallies, planning studies to be made on the extent of compliance with the law, adaptability of the law to different crops and areas, fairness of the law to all affected parties, and investigations on the adaptability of farms to mechanization

₱ 579,020.00

(1) Implementation of the Agricultural Tenancy Law	<u>₱ 579,020</u>
General Fund	<u>₱ 579,020</u>

PROGRAM II: GENERAL ADMINISTRATION AND STAFF SERVICES

For general administration and staff services, including dissemination of agricultural information, agricultural economics, general administration which includes planning and programming, budget and fiscal management, personnel administration, organization and methods analysis, and general services administration and including free quarters for the chief watchman while required to stay in the building

₱ 1,265,404.00

(1) Dissemination of Agricultural Information	<u>₱ 314,840</u>
(a) General Fund	<u>₱ 314,840</u>
(2) Agricultural Economics	<u>₱ 372,320</u>
(a) General Fund	<u>₱ 372,320</u>
(3) General Administration	<u>578,244</u>
(a) General Fund	<u>₱ 421,390</u>
(b) Fiber Inspection Service Fund (Special Fund)	<u>156,854</u>

SUMMARY

Total from General Fund	₱ 1,687,570.00
Total from Special Funds	<u>156,854.00</u>
TOTAL	₱ 1,844,424.00

(2) Bureau of Plant Industry

PROGRAM I: IMPROVEMENT OF AGRICULTURAL CROPS

For improvement of agricultural crops, which consists of agricultural research including research for animal feeds pursuant to Section 26 of the Plan, seed production and plant propagation and distribution including seed and plant stock production, procurement and storage pursuant to Section 83 of the Plan, regulatory work on the control of plant pests and diseases and general administration: Provided: That from the Seed Farms Fund, P500 shall be for reimbursement to the Budget Commission for accounting services: Provided, further, That from the NAFCO Liquidation Fund, ₱4,750 shall be for reimbursement to the Budget Commission for accounting services and ₱1,960 for reimbursement to the General Auditing Office for auditing services: Provided, further, That ₱55,000 shall be expended for allowances and other expenses of expert, technical and other personnel whom the Secretary, with prior approval of the President, may employ by contract or otherwise, but this appropriation of ₱55,000 or any part thereof, shall not be used to pay or increase the salary of persons already in the government service or employed in any Bureau or Office under the Department: Provided, further, That ₱40,000 may be expended for allowances, transportation and other expenses of not more than five specialists or technical men who may be sent to the United States and other countries: Provided, further, That the individual monthly allowance that may be given to each specialist or technical man shall not be more than ₱350, but if his annual salary is more than ₱4,200 he shall receive his salary and monthly allowances at not to exceed ₱350 to be paid by the Bureau or Office under which he works: And provided, finally, That in the appointment of specialists or technical men, sixty per centum of the aforesaid appropriation of P40,000 shall be expended for agricultural training and education

.....	₱ 6,081,821.00
(1) Agricultural Research	₱ 1,754,406.00
(a) General Fund	₱ 973,025.00
(b) Special Funds	466,979.00
(c) Fiduciary Fund	219,516.00
(d) Counterpart Funds	<u>94,886.00</u>
(2) Seed Production and Plant Propagation and Distribution	₱ 1,502,506.00
(a) General Fund	₱ 405,743.00
(b) General Fund (BAE)	174,200.00
(c) Special Funds	268,348.00
(d) Agricultural Fund (BAE)	602,671.00
(e) Counterpart Funds	<u>51,544.00</u>
(3) Regulatory work on and Control of Plant Pests and Diseases	₱ 2,183,371.00
(a) General Fund	₱ 2,045,100.00
(b) Special Funds	<u>138,271.00</u>

(4) General Administration		641,538.00
(a) General Fund	₱ 427,342.00	
(b) General Funds (BAE)		26,460.00
(c) Special Funds	156,360.00	
(d) Fiduciary Fund	21,976.00	
(e) C. P. 726	<u>9,400.00</u>	

PROGRAM II: CONSTRUCTION OF PERMANENT IMPROVEMENTS

For the construction of permanent improvements such as buildings, greenhouses, canals, roads, irrigation systems, drainage and other types of permanent improvements and for the purchase and survey of land for experiment stations and seed farms

₱ 140,500.00

(a) General Fund	₱ 60,000.00
(b) Seed Farms Fund (Special Fund)	20,000.00
(c) Coffee and Cacao Development Fund (Special Fund)	8,000.00
(d) Tobacco Inspection Fund (Special Fund)	2,000.00
(e) C. P. 7101	20,500.00
(f) Unallotted Surplus Fiber Inspection Service Fund (Special Fund)	<u>30,000.00</u>

SUMMARY

Total From General Fund	₱ 4,111,870.00
Total From Special Funds	1,692,629.00
Total From Fiduciary Fund	241,492.00
Total From Counterpart Funds	<u>176,330.00</u>
TOTAL	<u>₱ 6,222,321.00</u>

(3) Bureau of Animal Industry

PROGRAM I: PROMOTION AND DEVELOPMENT OF ANIMAL INDUSTRY

For the promotion and development of animal industry, which include livestock and poultry improvement, immunization, quarantine and other control services, research, except variety testing in plots and nurseries for animal feeds which is transferred to the Bureau of Plant Industry pursuant to Section 46 of the Plan, and general administration: Provided, That out of the appropriation from the Philippine Livestock Promotion Fund, ₱36,000 shall be reimbursed to the Budget Commission for accounting services, ₱1,570 to General Auditing Office for auditing services, ₱16,620 to the Bureau of Agricultural Extension as contribution for the promotion of improved farming and agricultural practices and ₱35,000 may be available for the purchase of jeeps: Provided, further, That any unallotted balance of the Philippine Livestock Promotion Fund and Stock Farms, Breeding Stations, Slaughterhouses and Animal Products Fund may be expended for covering deficiencies in the appropriation for livestock and poultry improvement

₱ 2,918,074.00

(1) Livestock and Poultry Improvement and Development	P 1,061,400.00
(a) General Fund	P 693,420.00
(b) Philippine Livestock Promotion Fund, and Stock Farms Breeding Stations, Slaughterhouses and Animal Products Fund (Special Fund)	367,980.00
(2) Immunization, Quarantine and Other Control Services	1,080,160.00
(a) General Fund	777,790.00
(b) Philippine Livestock Promotion Fund, C.A. 118, and Stock Farms, Breeding Stations, Slaughterhouses and Animal Products Fund, Act No. 2758, as amended (Special Fund)	245,490.00
(c) Animal Utilization Service Fund, C. A. 340 (Special Fund)	56,880.00
(3) Research	399,774.00
(a) General Fund	P 219,930.00
(b) Philippine Livestock Promotion Fund, C.A. 118, and Stock Farms, Breeding Stations, Slaughterhouses and Animal Products Fund (Special Funds)	179,844.00
(4) General Administration	376,740.00
(a) General Fund	P 163,810.00
(b) Philippine Livestock Promotion Fund, C.A. 118, and Stock Farms Breeding Stations, Slaughterhouses and Animal Products Fund, Act 2758, as amended (Special Fund)	212,930.00

PROGRAM II: CONSTRUCTION OF PERMANENT IMPROVEMENTS

For the construction of permanent improvements such as animal sheds, poultry houses, fences and corrals and other types of permanent improvements	<u>P 150,000.00</u>
(a) Philippine Livestock Promotion Fund and Stock Farms, Breeding Stations, Slaughterhouses and Animal Products Funds	P 150,000.00

PROGRAM III: PURCHASE OF BREEDING ANIMALS

For the purchase of breeding animals, including freight for their transportation and other incidental expenses and traveling expenses of personnel authorized to make such purchase	<u>P 450,000.00</u>
(a) General Fund	P 200,000.00
(b) Philippine Livestock Promotion Fund, C.A. 118, and Stock Farms, Breeding Stations, Slaughterhouses and Animal Products Fund Act 2758, as amended ...	250,000.00

SUMMARY

Total From General Fund	P 2,054,950.00
Total From Special Funds	<u>1,463,124.00</u>
TOTAL	<u>P 3,518,074.00</u>

(4) Bureau of Fisheries

PROGRAM I: CONSERVATION AND DEVELOPMENT OF AQUATIC RESOURCES

For conservation and development of aquatic resources, including fishery management and fishery research excluding nutritional research which is transferred to the Institute of Nutrition and applied and industrial uses of fish products which is transferred to the National Scientific and Industrial Research Institute, under Sections 55 and 56 of the Plan, respectively, experimentation, development and general administration

₱ 885,979.00

(1) Fishery Management	₱ 176,920.00
(a) General Fund	₱ 118,210.00
(b) General Fund, Receipts Automatically Appropriated (R.A. 4003)	58,710.00
(2) Fishery Research, Experimentation and Development	498,314.00
(a) General Fund	₱ 379,304.00
(b) General Fund, Receipts Automatically Appropriated (R.A. 4003)	119,010.00
(3) General Administration	210,745.00
(a) General Fund	₱ 163,495.00
(b) General Fund, Receipts Automatically Appropriated (R.A. 4003)	47,250.00

PROGRAM II: CONSTRUCTION OF PERMANENT IMPROVEMENTS

For the construction of permanent improvements such as buildings, experimental aquarium, and other types of permanent improvements, from the General Fund

16,000.00

SUMMARY

Total From General Fund	₱ 677,009.00
Total From R. A. 4003	224,970.00
TOTAL	<u>₱ 901,979.00</u>

(5) Bureau of Mines

PROGRAM I: SURVEY, DEVELOPMENT AND ADMINISTRATION OF MINERAL RESOURCES

For the survey, development and administration of mineral resources, including geological surveys, mineral land surveys, mineral and petroleum land management, mining and metallurgical services and general administration: Provided, That ₱3,170 shall be for reimbursement to the Budget Commission for accounting services

₱ 1,867,519.00

(1) Geological Survey	₱ 975,397.00
(a) General Fund	₱ 642,534.00
(b) Mines Special Fund, Republic Act 406	101,620.00

(c) Mines Survey and Investigation Fund (Fiduciary Fund)	9,940.00	
(d) C. P. 791	102,303.00	
(e) C. P. 724	30,000.00	
(f) C. P. 748	89,000.00	
(2) Mineral Land Survey		296,630.00
(a) General Fund	₱ 82,400.00	
(b) Mines Special Fund R. A. 406	19,300.00	
(c) Mines Survey and Investigation Fund (Fiduciary Fund)	194,930.00	
(3) Mineral and Petroleum Land Management		109,680.00
(a) General Fund	₱ 80,120.00	
(b) Mines Special Fund R. A. 406	19,520.00	
(c) Mines Survey and Investigation Fund (Fiduciary Fund)	10,040.00	
(4) Mining and Metallurgical Services		300,070.00
(a) General Fund	₱ 126,500.00	
(b) Mines Special Fund R.A. 406	135,410.00	
(c) Mines Survey and Investigation Fund (Fiduciary Fund)	25,920.00	
(d) C. P. 791	12,240.00	
(5) General Administration		185,742.00
(a) General Fund	₱ 130,310.00	
(b) Mines Special Fund, R. A. 406	₱ 42,340.00	
(c) Mines Survey and Investigation Fund (Fiduciary Fund)	11,620.00	
(d) C. P. 791	1,472.00	

SUMMARY

Total From General Fund	₱ 1, 061,864.00
Total From Special Funds	318,190.00
Total From Fiduciary Fund	252,450.00
Total From Counterpart Funds	235,015.00
TOTAL	<u>₱ 1,867,519.00</u>

(6) Bureau of Soils

PROGRAM I: SOILS SURVEY AND CONSERVATION

For soil survey and conservation, including soil survey and classification, erosion control operations, research which includes activities transferred from the Fertilizer Administration by Section 27 of the Plan: Provided, That the Director of Soils is authorized to accept payments for investigations and other work to be undertaken by his office for private parties, such amounts to constitute a trust fund to be expended subject to the provisions of Commonwealth Act No. 246, as amended, and in accordance with the rules and regulations that shall be promulgated by the Secretary: And provided, further, That no fees shall be charged for the examination of soils brought to the Bureau of Soils by any interested party

.....	₱ 1,261,465.00
(1) Soil Survey and Classification	₱ 258,619.00
(a) General Fund	₱ 145,767.00
(b) Special Funds	1,584.00

(c) Fiduciary Fund	11,268.00	
(d) Bond Fund, Republic Act No. 1305, Public Land Survey and Subdivision Fund, Transfer from the Bureau of Lands	100,000.00	
(2) Erosion Control Operations		407,445.00
(a) General Fund	₱ 398,711.00	
(b) Fiduciary Fund	6,732.00	
(c) Special Fund	2,002.00	
(3) Research		₱ 380,480.00
(a) General Fund	₱ 276,173.00	
(b) Fiduciary Fund	2,000.00	
(c) Special Funds	98,692.00	
(d) Special Purpose (R.A. 1376)	3,615.00	
(4) General Administration		214,921.00
(a) General Fund	₱ 203,299.00	
(b) Special Funds	11,622.00	

PROGRAM II: CONSTRUCTION OF PERMANENT IMPROVEMENTS

For land improvement structures outlay and other permanent constructions	₱ 40,813.00
(a) General Fund, R. A. 1376, for the Establishment and Maintenance of Soils Offices and Regional Laboratories	₱ 40,813.00

SUMMARY

Total From General Fund	₱ 1,023,950.00
Total From Special Funds	113,900.00
Total From Fiduciary Fund	20,000.00
Total From Bond Fund	100,000.00
Total From Republic Act 1376	44,428.00
TOTAL	<u>₱ 1,302,278.00</u>

(7) Bureau of Agricultural Extension

PROGRAM I: AGRICULTURAL EXTENSION SERVICES

For agricultural extension services, including dissemination of agricultural information in the rural areas, promotion of improved crop production, farming, agricultural practices which include educational informational services on fiber production and fertilizer uses and advantages pursuant to Sections 26 and 27 of the Plan, respectively: <u>Provided</u> , That from the Agricultural Fund, ₱17,200 shall be reimbursed to the Budget Commission for accounting services and P9,928 to the General Auditing Office for auditing services: <u>Provided, further</u> , That from the Philippine Livestock Promotion Fund shall be paid ₱16,620 for the promotion of improved farming and agricultural practices	₱ 4,801,687.00
(1) Dissemination of Agricultural Information in the Rural Areas	₱ 327,332.00
(a) General Fund	₱ 327,332.00

(2) Promotion of Improved Farming, Crop Production and Agricultural Practices	2,860,465.00
(a) General Fund	₱ 622,479.00
(b) Agricultural Fund, C.A. 85 as amended (Special Fund) ..	2,096,286.00
(c) Fiber Inspection Service Fund (Special Fund)	141,700.00
(3) Demonstration of Useful Homemaking Practices and Food Utilization	877,357.00
(a) General Fund	₱ 413,106.00
(b) Agricultural Fund, C. A. 85 as amended (Special Fund) ...	464,251.00
(4) Promotion of 4-H Clubs and other Civic Organizations	204,751.00
(a) General Fund	₱ 191,391.00
(b) Agricultural Fund, C.A. 85, as amended (Special Fund) ..	13,360.00
(5) General Administration	531,782.00
(a) General Fund	₱ 497,454.00
(b) Agricultural Fund, C. A. 85, as amended (Special Fund) ..	27,128.00
(c) Fiber Inspection Service Fund (Special Fund)	7,200.00

SUMMARY

Total From General Fund	₱ 2,051,762.00
Total From Special Fund	2,601,025.00
Fiber Inspection Service Fund	148,900.00
TOTAL	₱ 4,801,687.00

(8) Bureau of Lands

PROGRAM I: LAND SURVEYS

For land surveys, including public land surveys, cadastral surveys, verification of surveys, and reconstruction of maps and plans: Provided, That the Director of Lands shall be authorized to award the survey of any tract of land to qualified private land surveyors or corporations engaged in survey work offering the most reasonable bid therefor

₱ 10,318,313.00

(1) Public Land Surveys	₱ 6,163,762.00
(a) General Fund	₱ 3,729,080.00
(b) Public Land Survey and Subdivision Fund, R.A. 310 (Special Fund)	310,822.00
(c) Public Land Survey and Subdivision Fund, R.A. 1305	2,123,860.00
(2) Cadastral Surveys	1,821,700.00
(a) Cadastral Survey Fund, Act No. 3077	₱ 394,020.00
(b) Cadastral Survey Fund, R. A. 1395	1,427,680.00
(3) Verification of Surveys	1,360,005.00
(a) General Fund	₱ 1,049,660.00
(b) Public Land Survey and Subdivision Fund, R.A. 310	126,465.00
(c) Cadastral Survey Fund, Act No. 3077	58,040.00
(d) Public Land Survey Subdivision Fund, R. A. 1305	62,920.00
(e) Cadastral Survey Fund, R. A. 1395	P 62,920.00

(4) Geodetic Control Service	₱ 635,560.00
(a) Public Land Survey and Subdivision Fund, R. A. 1305 ...	₱ 301,040.00
(b) Cadastral Survey Fund, R. A. 1395	334,520.00
(5) Reconstruction of Maps and Plans	337,286.00
(a) General Fund	₱ 249,880.00
(b) Public Land Survey and Subdivision Fund, R. A. 310	68,386.00
(c) Cadastral Survey Fund, Act No. 3077	19,020.00

PROGRAM II: ADMINISTRATION AND DISPOSITION OF LANDS

For the administration and disposition of lands and of acquired lands, excluding administration of irrigation systems for Friar Lands which is transferred to the Department of Public Works, Transportation, and Communications pursuant to Section 84 of the Plan

₱ 2,311,915.00

(1) Administration and Disposition of Public Lands	₱ 2,208,330.00
(a) General Fund	₱ 1,370,120.00
(b) Public Land Survey and Subdivision Fund, R. A. 310	254,610.00
(c) Public Land Survey and Subdivision Fund, R. A. 1305	495,400.00
(d) Cadastral Survey Fund, R. A. 1395	88,200.00
(2) Administration and Disposition of Acquired Lands	103,585.00
(a) General Fund	₱ 5,680.00
(b) Public Land Survey and Subdivision Fund, R. A. 310	9,150.00
(c) San Lazaro Estate Fund	₱ 7,000.00
(d) Friar Lands Estate Fund	81,755.00

PROGRAM III: GENERAL ADMINISTRATION AND STAFF SERVICES

For general administration and staff services, including legal services, records administration, expenses for the maintenance of the modernization project and general administration: Provided, That from the Public Land Survey and Subdivision Fund, the Cadastral Survey Fund, and the Friar Lands Estates Fund, ₱40,150, ₱31,510, and ₱1,820, respectively, shall be reimbursed to the Budget Commission for accounting services, and ₱8,670 and ₱8,890 from the Public Land Survey and Subdivision Fund and the Cadastral Survey Fund, respectively, shall be reimbursed to the General Auditing Office for auditing services

₱ 2,192,195.00

(1) Legal Services	₱ 323,381.00
(a) General Fund	₱ 188,220.00
(b) Public Land Survey and Subdivision Fund, R. A. 310 ...	58,741.00
(c) Public Land Survey and Subdivision Fund, R. A. 1305 .	42,960.00
(d) Cadastral Survey Fund, R.A. 1395	33,460.00
(2) Records Administration	352,364.00
(a) General Fund	₱ 182,740.00
(b) Public Land Survey and Subdivision Fund, R.A. 310	130,984.00
(c) Public Land Survey and Subdivision Fund, R.A. 1305 .	38,640.00
(3) Modernization	₱ 125,000.00
(a) General Fund	₱ 125,000.00

(4) General Administration	1,391,450.00
(a) General Fund	₱ 968,930.00
(b) Public Land Survey and Subdivision Fund, R.A. 310	223,440.00
(c) Cadastral Survey Fund, Act No. 3077	₱ 84,000.00
(d) Public Land Survey and Subdivision Fund, R. A. 1305 ..	59,720.00
(e) Cadastral Survey Fund, R. A. 1395	53,540.00
(f) Friar Lands Estate Fund	1,820.00

SUMMARY

Total From General Fund	₱ 7,869,310.00
Total From Special Funds	1,828,253.00
Total From Bond Funds	<u>5,124,860.00</u>
TOTAL	<u><u>₱14,822,423.00</u></u>

(9) Bureau of Forestry

PROGRAM I: FOREST PROTECTION AND MANAGEMENT

For forest protection and management, including forest management and regulatory services, reforestation and afforestation, domain use classification, research, excluding forest products research which is transferred to the Forest Products Research Institute, pursuant to Plan No. 77, and general administration: Provided, That from the Reforestation Fund and Cinchona Plantation Revolving Fund, ₱14,660 and ₱220, respectively, shall be reimbursed to the Budget Commission for accounting services and ₱9,460 shall be reimbursed from the Reforestation Fund to the General Auditing Office for auditing services: And provided, finally, That the unallocated balance of the Reforestation Fund may be expended for reforestation and afforestation projects

₱6,464,260.00

(1) Forest Management and Regulatory Services	₱2,629,229.00
(a) General Fund	₱1,830,290.00
(b) Reforestation Fund, R. A. 115	798,939.00
(2) Reforestation and Afforestation	₱1,548,236.00
(a) General Fund	₱245,820.00
(b) Reforestation Fund, R. A. 115	1,240,566.00
(c) Cinchona Plantation Revolving Fund, C. A.646	₱ 61,850.00
(3) Domain Use Classification	₱1, 840,798.00
(a) General Fund	₱ 646,800.00
(b) Bond Fund (R.A. 1305)	457,738.00
(c) Counterpart Fund (C.P. No. 719)	736,260.00
(4) Research	173,340.00
(a) General Fund	₱ 173,340.00
(5) General Administration	272,657.00
(a) General Fund	₱ 239,940.00
(b) Bond Fund (R.A. 1305)	5,362.00
(c) Reforestation Fund	27,355.00

PROGRAM II: CONSTRUCTION OF PERMANENT IMPROVEMENTS

For the construction, repair and maintenance of permanent improvements, such as buildings, seed houses, nursery sheds, trails, etc., from the Reforestation Fund ₱ 25,000.00

SUMMARY

Total From General Fund	₱3,136,190.00
Total From Special Funds	2,153,710.00
Total From Bond Fund (R. A. 1305)	463,100.00
Total From Counterpart Funds	<u>736,260.00</u>
TOTAL	<u>₱6,489,260.00</u>

(10) Parks and Wildlife Office

PROGRAM I: MAINTENANCE OF PARKS AND CONSERVATION OF WILDLIFE

For the maintenance of parks and conservation of wildlife, including establishment, development, improvement, planning and operation of national parks; and rendering technical assistance for the establishment and development of local parks; the establishment of game refuges, bird sanctuaries and game farms and undertaking research and studies of these activities and the protection of wildlife ₱ 193,046.00

(1) Operation and Maintenance of Parks	₱ 76,396.00
(a) General Fund (R.A. 3915)	₱ 76,396.00
(2) Conservation of Wildlife	15,250.00
(a) General Fund (R.A. 2590)	₱ 15,250.00
(3) General Administration	101,400.00
(a) General Fund (Act 826)	₱ 101,400.00

SUMMARY

Total From the General Fund	₱ 193,046.00
TOTAL	<u>₱ 193,046.00</u>

C. Special Provisions

The total current operating expenditures of ₱41,963,011.00 authorized in these Implementing Details for the Department shall be paid out of the following funds:

(1) Office of the Secretary:		
(a) General Fund	₱1,687,570.00	
(b) Fiber Inspection Service Fund	<u>156,854.00</u>	<u>₱1,844,424.00</u>
(2) Bureau of Plant Industry:		
(a) General Fund	₱3,911,210.00	
(b) General Fund (BAE)	200,660.00	
(c) Special Funds	822,115.00	
(d) Agricultural Fund (BAE)	602,671.00	

(e) Fiduciary Fund	241,492.00	
(f) Counterpart Funds	176,330.00	
(g) Fiber Inspection Service Fund Unallotted Surplus	267,843.00	<u>₱6,222,321.00</u>
(3) Bureau of Animal Industry:		
(a) General Fund	<u>₱2,054,950.00</u>	
(b) Philippine Livestock Promotion Fund and Stock Farms, Breeding Stations, Slaughter houses and Animal Products Fund (Special Fund)	<u>1,406,244.00</u>	
(c) Animal Utilization Service Fund (Special Fund)	<u>56,880.00</u>	<u>₱3,518,074.00</u>
(4) Bureau of Fisheries:		
(a) General Fund	<u>₱ 677,009.00</u>	
(b) Receipts automatically appropriated	<u>224,970.00</u>	<u>₱ 901,979.00</u>
(5) Bureau of Mines:		
(a) General Fund	<u>₱1,061,864.00</u>	
(b) Mines Special Fund, R.A. 406	318,190.00	
(c) Mines Survey and Investigation Fund (Fiduciary Fund)	252,450.00	
(d) Counterpart Funds	<u>235,015.00</u>	<u>₱1,867,519.00</u>
(6) Bureau of Soils:		
(a) General Fund	<u>₱1,023,950.00</u>	
(b) Soil Investigation and other Work Trust Fund (Fiduciary Fund)	20,000.00	
(c) Fiber Inspection Service Fund (Special Fund)	113,900.00	
(d) Bond Fund, R.A. 1305, Public Lands Survey and Subdivision Fund, From Bureau of Lands	100,000.00	
(e) R.A. 1376	<u>44,428.00</u>	<u>₱1,302,278.00</u>
(7) Bureau of Agricultural Extension:		
(a) General Fund	<u>₱2,035,142.00</u>	
(b) Agricultural Fund	2,601,025.00	
(c) Philippine Livestock Promotion Fund (Special Fund)	16,620.00*	
(d) Fiber Inspection Service Fund (transferred from Fiber Inspection Service in accordance with Sec. 26 of the Plan) ..	<u>148,900.00</u>	<u>₱4,801,687.00</u>
(8) Bureau of Lands:		
(a) General Fund	<u>₱7,869,310.00</u>	
(b) Public Land Survey and Subdivision Fund (Special Fund) R.A. 310	1,182,598.00	
(c) Cadastral Survey Fund (Special Fund) Act 3077	555,080.00	
(d) Friar Lands Estates Fund (Special Fund)	83,575.00	
(e) San Lazaro Estate Fund (Special Fund)	7,000.00	
(f) Bond Fund (R.A. 1305)	3,124,540.00	
(g) Bond Fund (R.A. 1395)	<u>2,000,320.00</u>	<u>₱14,822,423.00</u>
(9) Bureau of Forestry:		
(a) General Fund	<u>₱3,136,190.00</u>	
(b) Special Fund	2,153,710.00	

*Incorporated to General Fund in BAE, Project 2.

(c) Bond Fund (R.A. 1305)	463,100.00	
(d) Counterpart Fund (C.P. 719)	736,260.00	<u>₱ 6,489,260.00</u>
(10) Parks and Wildlife Office:		
(a) General Fund	<u>₱ 193,046.00</u>	<u>₱ 193,046.00</u>
TOTAL CURRENT OPERATING EXPENDITURES FOR THE DEPARTMENT		<u><u>₱41,963,011.00</u></u>

SUMMARY

Total for the Office of the Secretary	<u>₱ 1,844,424.00</u>
Total for the Bureau of Plant Industry	6,222,321.00
Total for the Bureau of Animal Industry	3,518,074.00
Total for the Bureau of Fisheries	901,979.00
Total for the Bureau of Mines	1,867,519.00
Total for the Bureau of Soils	1,302,278.00
Total for the Bureau of Agricultural Extension	4,801,687.00
Total for the Bureau of Lands	14,822,423.00
Total for the Bureau of Forestry	6,489,260.00
Total for the Parks and Wildlife Office	<u>193,046.00</u>
TOTAL CURRENT OPERATING EXPENDITURES	<u><u>₱41,963,011.00</u></u>

- b. The “Special Provisions” for the Department under Republic Act numbered Sixteen hundred shall remain in full force and effect and be made part of this section on “Reallocation of Appropriations.” Provided, however, That said “Special Provisions” shall not be inconsistent with the Plan and these Implementing Details.
- c. In accordance with the provisions of Sections 1795 and 1796-B of the Revised Administrative Code, and Section 26 of the Plan, the collections from fiber inspection fees shall be deposited in the National Treasury to the credit of the Director of Foreign Trade and shall constitute a special fund to be expended for the salaries and other expenses of the Department of Commerce and Industry in performing its functions of providing fiber inspection services, including functions relating to the setting and maintenance of commercial standards and fiber testing for classification purposes. Any surplus thereof, shall be transferred to the credit of the Secretary of Agriculture and Natural Resources and shall constitute a special fund to be expended for the purposes and in the manner provided by subsection (b) of Section 1796-B of the Revised Administrative Code.

D. General Provisions

The “General Provisions” of Republic Act Numbered Sixteen hundred, to which reference is hereby made, shall remain in full force and effect and is made a part of this Section on “Reallocation of Appropriations,” except that (a) Section 16, thereof, “Officials entitled to transportation allowance,” is modified to include the Assistant to the Secretary and the Director of Parks and Wildlife, and to exclude therefrom, the Manager of the Fiber Inspection Service; and (b) Section 17, “Bureaus and offices entitled to use, operate and maintain government motor vehicles and launches,” is modified to include the Parks and Wildlife Office and to exclude therefrom, the Fiber Inspection Service.

STAFFING PATTERN

Sec. 105. The following Staffing Pattern by project activity is provided for the Department for the period from the effective date of these Implementing Details to June thirtieth, nineteen hundred and fifty-seven, subject to the provisions of Reorganization Plans Nos. 1-A, 2-A and 3-A, except that in accordance with the stated policy of the Government to decentralize operations, necessary personnel may be transferred to field operations whenever program objectives or the workload requires such action, and except that authority is hereby granted to the Secretary, subject to approval of the Commissioner of the Budget, to make necessary salary adjustments resulting from final selection of personnel to fit the positions in the Staffing Pattern, in order that no incumbent receives a reduction in salary, and further to make necessary salary adjustments resulting from new appointments, promotions, or salary increases: Provided, That no such adjustment may result in a salary rate which exceeds the minimum of the applicable salary range as provided in Reorganization Plan No. 2-A: Provided, further, That new appointments, promotions and salary increases, presently pending which would exceed the maximum rate of the appropriate salary range are cancelled until further notice: And provided, finally, That nothing in the said Staffing Pattern shall be construed as depriving the Government Survey and Reorganization Commission, during its existence and the Commissioner of the Budget thereafter, of its power to make changes therein, to correct mistakes, discriminations or other injustices that may, in its opinion, have been committed in the preparation thereof;

(I) Office of the Secretary

PROGRAM I: ENFORCEMENT OF AGRICULTURAL TENANCY LAWS

Project 1: Implementation of the Agricultural Tenancy Law

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
AGRICULTURAL TENANCY COMMISSION			
Agricultural Tenancy Commissioner	2	(54)	₱ 16,800.00
Agricultural Tenancy Supervisor	1	(45)	5,100.00
Chief Agricultural Tenancy Agent	1	(45)	3,960.00
Public Relations Officer II	1	(42)	4,800.00
Administrative Officer I	1	(41)	3,960.00
Supervising Agricultural Tenancy Agent	1	(40)	3,960.00
Economist II	3	(39)	12,420.00
Agricultural Engineer	2	(39)	6,600.00
Statistician II	1	(38)	3,120.00
Board Secretary I	1	(38)	₱ 3,480.00
Audio-Visual Technician	1	(36)	3,480.00
Agricultural Tenancy Agent	7	(34)	18,540.00
Statistician I	2	(33)	5,520.00
Supply Officer I	1	(31)	2,160.00
Records Officer I	1	(30)	1,440.00
Disbursing Officer	1	(29)	2,160.00
Senior Stenographer	1	(27)	2,040.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Illustrator II	2	(27)	3,600.00
Photographer	1	(27)	1,440.00
Personnel Aide	1	(25)	1,440.00
Statistical Aide	1	(25)	1,560.00
Stenographer	3	(25)	6,240.00
Clerk I	4	(23)	5,760.00
Security Guard	3	(22)	4,560.00
Light Equipment Operator II	8	(20)	12,000.00
Clerical Aide	<u>2</u>	(18)	<u>2,880.00</u>
Total Permanent Positions – Salary	<u>53</u>		<u>₱ 139,020.00</u>
Lump Sum for Wages of Emergency Laborers			<u>12,000.00</u>
Total Salaries and Wages(Project 1)			<u>₱ 151,020.00</u>

PROGRAM II: GENERAL ADMINISTRATION AND STAFF SERVICES

Project 1: Dissemination of Agricultural Information

AGRICULTURAL INFORMATION DIVISION

Office of the Chief

Chief Information Officer (Division Chief)	1	(48)	₱ 6,000.00
Supervising Information Officer II (Assistant Division Chief)	1	(44)	5,100.00
Stenographer	<u>1</u>	(25)	<u>2,160.00</u>
	<u>3</u>		<u>₱ 13,260.00</u>

Press and Publications Section

Supervising Information Officer II (Section Chief)	1	(44)	₱ 4,500.00
Supervising Information Officer I	2	(40)	7,200.00
Information Editor II	2	(36)	6,060.00
Senior Information Editor-Translator	1	(36)	₱ 3,480.00
Information Editor-Translator	4	(30)	12,840.00
Information Writer I	4	(30)	10,440.00
Information Writer	3	(27)	4,560.00
Stenographer	2	(25)	3,960.00
Clerk I	<u>2</u>	(23)	<u>2,880.00</u>
	<u>21</u>		<u>₱ 55,920.00</u>

Audio-Visual Section

Supervising Information Officer II (Section Chief)	1	(44)	₱ 4,200.00
Information Editor II	1	(36)	3,720.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Radio Producer-Announcer I	1	(33)	1,440.00
Scientific Illustrator	1	(31)	2,400.00
Motion Picture Cameraman	1	(30)	3,300.00
Illustrator II	3	(27)	5,280.00
Photographer	2	(27)	2,880.00
Film Editor	1	(27)	2,400.00
Motion Picture Soundman	1	(24)	1,440.00
Audio-Visual Equipment Operator	1	(21)	2,400.00
	<u>13</u>		<u>₱ 29,460.00</u>
<u>Production and Distribution Section</u>			
Supervising Information Officer I (Section Chief)	1	(40)	₱ 3,480.00
Printing Shop Foreman I	1	(28)	2,760.00
Offset-Press Operator	3	(26)	5,760.00
Senior Bookbinder	1	(26)	2,280.00
Clerk II	1	(25)	1,800.00
Bookbinder	3	(23)	4,320.00
Clerk I	1	(23)	1,440.00
Clerical Aide	2	(18)	2,880.00
	<u>13</u>		<u>₱ 24,720.00</u>
<u>DANR Library</u>			
Senior Librarian (Library Chief)	1	(33)	₱ 3,120.00
Junior Librarian	1	(25)	1,800.00
Clerk I	1	(23)	1,920.00
Clerical Aide	1	(18)	₱ 1,440.00
	<u>4</u>		<u>₱ 8,280.00</u>
Total Permanent Positions – Salary (Project 1)	<u>54</u>		<u>₱ 131,640.00</u>

Project 2: Agricultural Economics

AGRICULTURAL ECONOMICS DIVISION

Office of the Chief

Chief Agricultural Economist (Division Chief)	1	(51)	₱ 6,000.00
Supervising Economist	1	(48)	5,100.00
Illustrator II	1	(27)	2,400.00
Stenographer	1	(25)	2,160.00
Illustrator I	1	(24)	1,800.00
Clerk-Driver	1	(23)	1,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerk I	2	(23)	3,120.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>9</u>		<u>₱ 23,460.00</u>
<u>Production Economics Section</u>			
Senior Economist (Section Chief)	1	(43)	₱ 5,100.00
Economist II	6	(39)	19,500.00
Economist I	2	(34)	4,980.00
Statistical Aide	1	(25)	2,280.00
Stenographer	<u>1</u>	(25)	<u>1,680.00</u>
	<u>11</u>		<u>₱ 33,540.00</u>
<u>Statistical Section</u>			
Senior Statistician (Section Chief)	1	(41)	₱ 5,100.00
Statistician II	2	(38)	7,320.00
Statistical Aide	7	(25)	12,480.00
Clerk I	<u>4</u>	(23)	<u>6,240.00</u>
	<u>14</u>		<u>₱ 31,140.00</u>
<u>Rural Life and Organization Section</u>			
Senior Economist (Section Chief)	1	(43)	P 5,100.00
Economist II	5	(39)	16,260.00
Statistician I	1	(33)	2,160.00
Statistical Aide	2	(25)	3,240.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
	<u>10</u>		<u>₱ 28,200.00</u>
FIELD SERVICES STAFF			
Statistician II	15	(38)	₱ 40,920.00
Statistician I	10	(33)	22,800.00
Statistical Aide	<u>10</u>	(25)	<u>18,360.00</u>
	<u>35</u>		<u>₱ 82,080.00</u>
Total Permanent Positions-Salary	<u>79</u>		<u>₱ 198,420.00</u>
Lump Sum for Wages of Emergency Laborers			<u>50,000.00</u>
Total Salaries and Wages (Project 2)			<u>₱ 248,420.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Project 3: <u>General Administration</u>			
OFFICE OF THE SECRETARY			
Secretary of Agriculture and Natural Resources	1	(Exempt)	₱ 12,000.00
Undersecretary for Agriculture	1	"	9,000.00
Undersecretary for Natural Resources	1	"	9,000.00
Head Executive Assistant (Assistant to the Secretary)	1	(55)	7,200.00
Senior Executive Assistant I	1	(43)	7,200.00
Senior Management Analyst (Management Assistant)	1	(43)	4,860.00
Private Secretary	1	(40)	5,100.00
Executive Assistant	3	(39)	8,700.00
Management Analyst II	2	(39)	7,836.00
Secretary	2	(30)	4,800.00
Senior Stenographer	2	(27)	3,840.00
Clerk II	2	(25)	2,880.00
Clerical Aide	1	(18)	1,440.00
Office Total	<u>19</u>		<u>₱ 83,856.00</u>
BUDGET AND FINANCE DIVISION			
<u>Office of the Chief</u>			
Budget Officer IV (Division Chief)	1	(49)	₱ 6,000.00
Stenographer	<u>1</u>	(25)	<u>1,560.00</u>
	<u>2</u>		<u>₱ 7,560.00</u>
<u>Budget Estimates and Analysis Section</u>			
Budget Officer II (Section Chief)	1	(42)	₱ 3,960.00
Budget Officer I	1	(39)	3,120.00
Budget Examiner I	4	(30)	7,200.00
Budget Aide	2	(25)	2,880.00
Clerk I	<u>2</u>	(23)	<u>2,880.00</u>
	<u>10</u>		<u>₱ 20,040.00</u>
<u>Cash and Disbursement Section</u>			
Cashier I (Section Chief)	1	(32)	₱ 2,400.00
Cash Clerk	2	(24)	3,240.00
Cashier Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>5</u>		<u>₱ 8,520.00</u>
Division Total	<u>17</u>		<u>₱ 36,120.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
PERSONNEL DIVISION			
<u>Office of the Chief</u>			
Personnel Officer III (Division Chief)	1	(48)	₱ 6,000.00
Stenographer	<u>1</u>	(25)	<u>1,800.00</u>
	<u>2</u>		<u>₱ 7,800.00</u>
<u>Recruitment and Service Training Section</u>			
Chief Training Officer (Section Chief)	1	(45)	₱ 5,400.00
Personnel Officer I	1	(37)	2,400.00
Personnel Aide	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 10,680.00</u>
<u>Appointment, Placement and Records Section</u>			
Personnel Officer I (Section Chief)	1	(37)	₱ 2,280.00
Personnel Aide	2	(25)	3,360.00
Clerk II	2	(25)	2,880.00
Clerk I	<u>2</u>	(23)	<u>3,000.00</u>
	<u>7</u>		<u>₱ 11,520.00</u>
<u>Employee Investigation and Relations Section</u>			
Legal Officer II (Section Chief)	1	(37)	₱ 2,940.00
Legal Officer I	1	(34)	2,400.00
Senior Personnel Aide	1	(30)	1,800.00
Legal Aide I	1	(27)	1,800.00
Personnel Aide	2	(25)	2,880.00
Stenographer	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>8</u>		<u>₱14,700.00</u>
Division Total	<u>21</u>		<u>₱44,700.00</u>

GENERAL SERVICES DIVISION

Office of the Chief

Administrative Officer III (Division Chief)	1	(47)	₱ 5,400.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 6,840.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Records and Documents Section</u>			
Records Officer II (Section Chief)	1	(33)	₱ 3,120.00
Supervising Clerk I	1	(30)	2,400.00
Senior Clerk	2	(27)	3,000.00
Clerk II	4	(25)	5,800.00
Clerk I	4	(23)	5,760.00
Clerical Aide	8	(18)	11,520.00
	<u>20</u>		<u>₱ 31,600.00</u>
<u>Property and Supply Section</u>			
Supply Officer I (Section Chief)	1	(31)	₱ 2,400.00
Storekeeper II	1	(27)	1,440.00
Assistant Buyer	1	(26)	1,920.00
Storekeeper I	2	(23)	3,000.00
Store Aide	2	(18)	2,880.00
	<u>7</u>		<u>₱ 11,640.00</u>
<u>Pool Services Section</u>			
Administrative Assistant III (Section Chief)	1	(39)	₱ 3,120.00
Automotive Equipment Inspector	2	(30)	2,880.00
Stenographer	2	(25)	2,880.00
Clerk I	2	(23)	3,240.00
Telephone Operator	3	(23)	4,320.00
Security Guard	3	(22)	5,520.00
Light Equipment Operator II	2	(20)	3,480.00
Senior Janitor	1	(19)	1,470.00
Clerical Aide	2	(18)	3,120.00
Watchman	3	(16)	4,560.00
Elevator Operator	2	(14)	2,880.00
Janitor	4	(14)	5,880.00
	<u>27</u>		<u>₱ 43,350.00</u>
Division Total	<u>56</u>		<u>₱ 93,430.00</u>
LEGAL DIVISION			
Departmental Legal Counsel (Division Chief)	1	(54)	₱ 7,200.00
Chief Legal Officer (Assistant Division Chief)	1	(50)	6,000.00
Legal Officer III	2	(41)	10,200.00
Legal Officer II	4	(37)	12,120.00
Legal Aide II	4	(31)	9,360.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Senior Stenographer	2	(27)	3,840.00
Stenographer	2	(25)	2,880.00
Clerk I	<u>2</u>	(23)	<u>3,720.00</u>
Division Total	<u>18</u>		<u>₱ 55,320.00</u>

AGRICULTURAL PLANS AND SCHEDULES DIVISION

Agricultural Plans and Program Supervisor (Division Chief)	1	(50)	₱ 6,000.00
Stenographer	<u>1</u>	(25)	<u>2,760.00</u>
	<u>2</u>		<u>₱ 8,760.00</u>

Planning and Coordination Section

Chief Agricultural Project Coordinator (Section Chief)	1	(44)	₱ 4,800.00
Senior Agricultural Project Coordinator	1	(39)	4,200.00
Agricultural Project Coordinator II	1	(36)	3,432.00
Agricultural Project Coordinator I	1	(33)	2,952.00
Clerk II	1	(25)	1,440.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
	<u>6</u>		<u>₱ 18,264.00</u>

Evaluation and Analysis Section

Chief Agricultural Project Coordinator (Section Chief)	1	(44)	₱ 4,200.00
Senior Agricultural Project Coordinator	1	(39)	3,984.00
Stenographer	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 11,064.00</u>
Division Total	<u>12</u>		<u>₱ 38,088.00</u>
Permanent Positions – Salary (Project 3)	<u>143</u>		<u>₱ 351,514.00</u>
Permanent Positions – Salary (Program II)	<u>276</u>		<u>₱ 681,574.00</u>
Sum for Wages of Emergency Laborers (Program II)			<u>₱ 50,000.00</u>
Total Salaries and Wages (Program II)			<u>₱ 731,574.00</u>

SUMMARY FOR OFFICE OF THE SECRETARY

ALL PERMANENT POSITIONS-SALARY	329		₱ 820,594.00
SUM FOR WAGES OF EMERGENCY LABORERS	—		<u>62,000.00</u>
TOTAL SALARIES AND WAGES			<u>₱ 882,594.00</u>

(2) Bureau of Plant Industry

PROGRAM I: IMPROVEMENT OF AGRICULTURAL CROPS

Project 1: Agricultural Research

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
RESEARCH DIVISION			
<u>Office of the Chief</u>			
Agronomy Division Chief	1	(50)	₱ 6,000.00
Supervising Agronomist	4	(47)	21,300.00
Agronomist III	4	(41)	15,900.00
Statistician II	1	(38)	2,400.00
Scientific Illustrator	1	(31)	1,560.00
Senior Stenographer	1	(27)	1,920.00
Stenographer	1	(25)	1,680.00
Clerk I	3	(23)	4,680.00
Plant Laboratory Aide	1	(18)	1,440.00
Clerical Aide	1	(18)	1,440.00
Fiber Aide	1	(18)	1,440.00
	<u>19</u>		<u>₱ 59,760.00</u>
<u>Agronomy Section</u>			
Supervising Agronomist (Section Chief)	1	(47)	₱ 6,000.00
Agronomist III	6	(41)	26,940.00
Agronomist II	3	(37)	10,740.00
Agronomist I	11	(34)	26,400.00
Clerk I	3	(23)	4,320.00
Plant Laboratory Aide	2	(18)	3,360.00
	<u>26</u>		<u>₱ 77,760.00</u>
<u>Horticulture Section</u>			
Supervising Agronomist (Section Chief)	1	(47)	₱ 5,100.00
Agronomist III	5	(41)	21,240.00
Agronomist II	1	(37)	3,300.00
Agronomist I	15	(34)	36,240.00
Senior Stenographer	2	(27)	4,320.00
Plant Propagator	14	(21)	20,880.00
	<u>38</u>		<u>₱ 91,080.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Pathology Section</u>			
Supervising Agronomist (Section Chief)	1	(47)	₱ 6,000.00
Plant Pest and Disease Scientist	7	(43)	28,140.00
Supervising Plant Pest Control Officer	1	(36)	2,940.00
Plant Pest Control Technologist	7	(34)	17,460.00
Senior Plant Pest Control Officer	1	(32)	1,560.00
	<u>17</u>		<u>₱ 56,100.00</u>
<u>Entomology Section</u>			
Supervising Agronomist (Section Chief)	1	(47)	₱ 1,300.00
Plant Pest and Disease Scientist	6	(43)	29,000.00
Plant Pest Control Technologist	7	(34)	18,000.00
	<u>14</u>		<u>₱ 48,300.00</u>
Division Total	<u>114</u>		<u>₱ 333,000.00</u>
FARM OPERATIONS DIVISION			
<u>Office of the Chief</u>			
Chief Agricultural Engineer (Division Chief)	1	(48)	₱ 5,100.00
Agricultural Engineer	1	(39)	3,720.00
Junior Civil Engineer	1	(33)	3,120.00
Supervising Mechanic	1	(31)	1,560.00
Civil Engineering Draftsman	1	(30)	1,560.00
Surveyor	1	(30)	1,680.00
Senior Carpenter	2	(25)	2,880.00
Shop Electrician	1	(24)	2,160.00
Carpenter	3	(23)	4,440.00
Automotive Mechanic I	2	(22)	3,000.00
Automotive Mechanic Helper	1	(18)	1,440.00
Carpenter Helper	1	(18)	1,440.00
Electrician Helper	1	(18)	1,440.00
	<u>17</u>		<u>₱ 33,540.00</u>
<u>Equipment Utilization Section</u>			
Supervising Agricultural Engineer (Section Chief)	1	(42)	₱ 3,960.00
Agricultural Engineer	3	(39)	6,360.00
Automotive Mechanic II	1	(24)	₱ 2,160.00
Mechanic II	1	(24)	1,800.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Heavy Equipment Operator	1	(23)	1,800.00
Light Equipment Operator II	<u>13</u>	(20)	<u>18,840.00</u>
	<u>20</u>		<u>₱ 34,920.00</u>
<u>Farm Practices Section</u>			
Supervising Agricultural Engineer (Section Chief)	1	(42)	₱ 2,940.00
Civil Engineering Aide	1	(30)	1,680.00
Mechanical Engineering Draftsman	1	(30)	1,440.00
Building Maintenance Foreman I	1	(27)	2,400.00
Senior Carpenter	2	(25)	2,880.00
Clerk II	1	(25)	1,440.00
Automotive Mechanic II	3	(24)	5,040.00
Mechanic II	1	(24)	1,440.00
Labor Foreman	1	(24)	1,680.00
Carpenter	2	(23)	2,880.00
Heavy Equipment Operator	4	(23)	6,000.00
Field Electrician	1	(23)	1,440.00
Automotive Mechanic I	1	(22)	1,440.00
Building Maintenance Man	1	(21)	1,440.00
Light Equipment Operator II	<u>3</u>	(20)	<u>4,320.00</u>
	<u>24</u>		<u>₱ 38,460.00</u>
Division Total	<u>61</u>		<u>₱ 106,920.00</u>
FACTORY SERVICES DIVISION			
<u>Office of the Chief</u>			
Chief Research Chemist I (Division Chief)	1	(50)	₱ 6,000.00
Senior Research Chemist	1	(48)	6,000.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 13,440.00</u>
<u>Physical Properties Section</u>			
Supervising Analytical Chemist (Section Chief)	1	(41)	₱ 2,940.00
Fiber Technician	1	(30)	1,680.00
Analytical Chemist	1	(34)	₱ 1,440.00
Chemical Laboratory Technician	3	(24)	4,320.00
Fiber Aide	<u>7</u>	(18)	<u>10,080.00</u>
	<u>13</u>		<u>₱ 20,460.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Chemical Properties Section</u>			
Senior Research Chemist (Section Chief)	1	(48)	₱ 4,800.00
Research Chemist	1	(41)	4,200.00
Analytical Chemist	1	(34)	1,680.00
Illustrator II	1	(27)	1,440.00
Photographer	1	(27)	1,440.00
Chemical Laboratory Technician	3	(24)	4,560.00
Fiber Aide	1	(18)	1,440.00
	<u>9</u>		<u>₱ 19,560.00</u>
<u>Plant Products Utilization Section</u>			
Senior Research Chemist I (Section Chief)	1	(48)	₱ 3,120.00
Supervising Analytical Chemist	1	(41)	3,120.00
Research Chemist	1	(41)	2,400.00
Chemical Engineer	1	(39)	2,400.00
Supervising Research Nutritionist	2	(37)	5,280.00
Analytical Chemist	7	(34)	11,160.00
Research Nutritionist	8	(31)	11,880.00
Salesman I	1	(28)	1,440.00
Chemical Laboratory Technician	1	(24)	1,440.00
Clerk I	3	(23)	4,320.00
Cook II	5	(21)	7,320.00
Kitchen Helper	4	(14)	5,760.00
Laborer	1	(14)	1,440.00
	<u>36</u>		<u>₱ 61,080.00</u>
Division Total	<u>61</u>		<u>₱ 114,540.00</u>
FIELD SERVICES STAFF			
<u>Agricultural Research</u>			
Agronomist II	3	(37)	₱ 10,836.00
Nursery Farm Foreman	11	(24)	18,240.00
Plant Propagator	35	(21)	50,880.00
Nursery Farm Aide	53	(18)	76,320.00
Field Services Total	<u>102</u>		<u>₱ 156,276.00</u>
Total Permanent Positions-Salary	<u>338</u>		<u>₱ 710,736.00</u>
Lump Sum for Wages of Emergency Laborers			503,662.00
Total Salaries and Wages (Project 1)			<u>₱ 1,214,398.00</u>

	<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Project 2:	<u>Seed Production and Plant Propagation and Distribution</u>			
PRODUCTION DIVISION				
	<u>Office of the Chief</u>			
	Agronomy Division Chief	1	(50)	₱ 6,000.00
	Supervising Agronomist	1	(47)	4,800.00
	Agronomist III	2	(41)	9,000.00
	Agronomist I	2	(34)	6,660.00
	Statistician I	1	(33)	2,580.00
	Scientific Illustrator	1	(31)	1,800.00
	Senior Stenographer	<u>1</u>	(27)	<u>2,400.00</u>
		<u>9</u>		<u>₱ 33,240.00</u>
	<u>Seed Production Section</u>			
	Supervising Agronomist (Section Chief)	1	(47)	₱ 6,000.00
	Agronomist III	1	(41)	4,500.00
	Agronomist I	4	(34)	10,980.00
	Analytical Chemist	3	(34)	6,660.00
	Statistician I	1	(33)	1,920.00
	Sales Clerk	2	(25)	2,880.00
	Stenographer	1	(25)	1,440.00
	Clerk I	2	(23)	2,880.00
	Clerical Aide	2	(18)	2,880.00
	Plant Laboratory Aide	<u>2</u>	(18)	<u>2,880.00</u>
		<u>19</u>		<u>₱ 43,020.00</u>
	<u>Plant Propagation Section</u>			
	Supervising Agronomist (Section Chief)	1	(47)	₱ 5,400.00
	Agronomist III	2	(41)	7,440.00
	Agronomist II	1	(37)	3,120.00
	Agronomist I	6	(34)	₱ 16,680.00
	Clerk II	1	(25)	1,440.00
	Stenographer	1	(25)	1,440.00
	Clerk I	1	(23)	1,440.00
	Plant Propagator	4	(21)	5,760.00
	Clerical Aide	<u>6</u>	(18)	<u>8,640.00</u>
		<u>23</u>		<u>₱ 51,360.00</u>
	Division Total	51		₱ 127,620.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
FIELD SERVICES STAFF			
<u>Farms and Stations</u>			
Nursery Farm Foreman	8	(24)	₱ 12,960.00
Plant Propagator	31	(21)	44,760.00
Nursery Farm Aide	19	(18)	27,360.00
	<u>58</u>		<u>₱ 85,080.00</u>
<u>Transfer from Bureau of Agricultural Extension</u>			
Nursery Farm Supervisor	66	(26)	₱ 97,860.00
Nursery Farm Foreman	22	(24)	31,920.00
Mechanic II	7	(24)	10,306.00
Storekeeper I	6	(23)	9,000.00
Carpenter	7	(23)	10,320.00
Heavy Equipment Operator	21	(23)	30,600.00
Security Guard	10	(22)	14,660.00
Plant Propagator	67	(21)	96,720.00
Nursery Farm Aide	216	(18)	312,840.00
Toolkeeper	1	(18)	1,440.00
Watchman	6	(16)	8,640.00
Animal Caretaker	9	(15)	13,080.00
	<u>438</u>		<u>₱ 637,386.00</u>
Total Permanent Positions-Salary	<u>547</u>		<u>₱ 850,086.00</u>
Lump Sum for Wages of Emergency Laborers			230,430.00
Total Salaries and Wages (Project 2)			<u>₱ 1,080,516.00</u>

Project 3: Regulatory Work On, and Control Of, Plant Pests and Diseases

PEST AND DISEASE CONTROL DIVISION

<u>Office of the Chief</u>			
Chief Plant Pest Inspector (Division Chief)	1	(51)	₱ 6,000.00
Plant Quarantine Supervisor	1	(40)	4,800.00
Scientific Illustrator	1	(31)	2,160.00
Illustrator II	1	(27)	2,160.00
Senior Stenographer	1	(27)	1,800.00
Stenographer	1	(25)	1,440.00
	<u>6</u>		<u>₱ 18,360.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Pest and Disease Control Section</u>			
Plant Pest and Disease Control Supervisor (Section Chief)	1	(47)	₱ 6,000.00
Supervising Plant Pest Control Officer	2	(36)	8,160.00
Senior Plant Pest Control Officer	1	(32)	5,400.00
Plant Pest Control Officer	2	(27)	3,360.00
Illustrator II	1	(27)	1,800.00
Stenographer	1	(25)	1,800.00
Clerk II	2	(25)	3,240.00
Clerk I	5	(23)	7,440.00
Plant Pest Laboratory Aide	1	(18)	1,440.00
	<u>16</u>		<u>₱ 38,640.00</u>
<u>Quarantine Section</u>			
Plant Pest and Disease Control Supervisor (Section Chief)	1	(47)	₱ 6,000.00
Plant Pest and Disease Scientist	1	(43)	5,100.00
Plant Quarantine Supervisor	1	(40)	4,500.00
Clerk I	4	(23)	5,760.00
Clerical Aide	1	(18)	1,440.00
	<u>8</u>		<u>₱ 22,800.00</u>
Division Total	<u>30</u>		<u>₱ 79,800.00</u>
SERVICES STAFF			
<u>Pest and Disease</u>			
Supervising Plant Pest Control Officer (Regional Supervisor)	8	(36)	₱ 27,360.00
Senior Plant Pest Control Officer	47	(32)	111,048.00
Plant Pest Control Officer	109	(27)	172,200.00
Abaca Disease Control Officer	15	(27)	26,160.00
	<u>179</u>		<u>₱ 336,768.00</u>
<u>Quarantine</u>			
Plant Quarantine Inspector	17	(27)	₱ 31,200.00
Security Guard	16	(22)	23,400.00
Plant Pest Control Worker	8	(18)	11,640.00
Plant Pest Laboratory Aide	8	(18)	11,520.00
	<u>49</u>		<u>₱ 77,760.00</u>
Field Services Total	<u>228</u>		<u>₱ 414,528.00</u>
Total Permanent Positions-Salary	<u>258</u>		<u>₱ 494,328.00</u>
Lump Sum for Wages of Emergency Laborers			<u>₱ 464,830.00</u>
Total Salaries and Wages (Project 3)			<u>₱ 959,158.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Project 4: <u>General Administration</u>			
OFFICE OF THE DIRECTOR			
Director of Plant Industry	1	(58)	₱ 7,200.00
Assistant Director of Plant Industry (Research)	1	(52)	6,000.00
Assistant Director of Plant Industry (Operations)	1	(52)	6,000.00
Supervising Agronomist	2	(47)	10,728.00
Executive Assistant	1	(39)	2,760.00
Legal Officer II	1	(37)	3,480.00
Secretary	1	(30)	1,800.00
Stenographer	2	(25)	3,120.00
Clerk II	1	(25)	1,560.00
Office Total	11		₱ 42,648.00
ADMINISTRATIVE SERVICES DIVISION			
<u>Office of the Chief</u>			
Administrative Officer IV (Division Chief)	1	(50)	₱ 6,000.00
Administrative Officer I	1	(41)	3,120.00
Clinic Physician	1	(40)	₱ 1,800.00
Dentist I	2	(34)	3,120.00
Nurse	2	(28)	2,880.00
Senior Stenographer	1	(27)	2,160.00
	8		₱ 19,080.00
<u>Budget and Finance Section</u>			
Budget Officer II (Section Chief)	1	(42)	₱ 3,960.00
Budget Examiner II	1	(36)	2,160.00
Management Analyst I	1	(36)	2,760.00
Cashier II	1	(35)	2,760.00
Cashier I	1	(32)	1,440.00
Budget Examiner I	1	(30)	1,440.00
Accounting Clerk III	7	(28)	12,240.00
Illustrator II	1	(27)	1,680.00
Accounting Clerk II	1	(25)	1,440.00
Clerk II	1	(25)	1,440.00
Statistical Aide	2	(25)	3,240.00
Accounting Clerk I	2	(23)	2,880.00
Clerk I	5	(23)	7,200.00
	25		₱ 44,640.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Personnel Section</u>			
Personnel Officer II (Section Chief)	1	(43)	₱ 2,580.00
Senior Personnel Aide	2	(30)	3,360.00
Personnel Aide	2	(25)	3,120.00
Stenographer	1	(25)	2,160.00
Clerk II	1	(25)	1,440.00
Clerk I	3	(23)	4,320.00
	<u>10</u>		<u>₱ 16,980.00</u>
<u>Property and Equipment Section</u>			
Supply Officer III (Section Chief)	1	(43)	₱ 2,580.00
Supply Officer I	2	(31)	4,560.00
Assistant Buyer	2	(26)	2,880.00
Clerk II	1	(25)	2,040.00
Clerk I	3	(23)	4,320.00
Storekeeper I	4	(23)	6,120.00
Store Aide	2	(18)	2,880.00
	<u>15</u>		<u>₱ 25,380.00</u>
<u>General Services Section</u>			
Administrative Assistant II (Section Chief)	1	(37)	₱ 2,160.00
Records Officer I	1	(30)	1,680.00
Supervising Security Guard	1	(27)	1,680.00
Clerk II	2	(25)	2,880.00
Senior Carpenter	1	(25)	1,800.00
Senior Security Guard	3	(24)	4,680.00
Clerk I	5	(23)	7,200.00
Motor Pool Dispatcher	1	(23)	1,440.00
Telephone Operator	1	(23)	1,440.00
Carpenter	2	(23)	3,360.00
Plumber	1	(23)	1,440.00
Security Guard	15	(22)	21,960.00
Light Equipment Operator II	3	(20)	4,320.00
Clerical Aide	5	(18)	7,200.00
Store Aide	1	(18)	1,440.00
Janitor	5	(14)	7,320.00
Laborer	1	(14)	1,440.00
	<u>49</u>		<u>₱ 73,440.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Public Relations and Reference Section</u>			
Supervising Information Officer I (Section Chief)	1	(40)	₱ 3,300.00
Scientific Illustrator	1	(31)	2,160.00
Information Editor I	1	(30)	2,400.00
Reference Librarian	1	(29)	1,440.00
Junior Librarian	2	(25)	2,880.00
Illustrator I	1	(24)	1,440.00
Audio-Visual Equipment Operator	1	(21)	1,440.00
Clerical Aide	3	(18)	4,560.00
	<u>11</u>		<u>₱ 19,620.00</u>
Division Total	<u>118</u>		<u>₱ 199,140.00</u>
<u>FIELD SERVICES STAFF</u>			
Agronomy Division Chief (Regional Director)	8	(50)	₱ 45,900.00
Regional Farms Supervisor	8	(44)	35,520.00
Administrative Assistant I	8	(35)	23,100.00
Agronomist I	8	(34)	18,660.00
Disbursing Officer	8	(29)	₱ 14,040.00
Nursery Farm Supervisor	12	(26)	21,000.00
Clerk II	8	(25)	14,160.00
Automotive Mechanic II	4	(24)	7,200.00
Heavy Equipment Operator	1	(23)	1,680.00
Clerk I	8	(23)	11,520.00
Light Equipment Operator II	<u>27</u>	(20)	<u>39,456.00</u>
Field Services Total	<u>100</u>		<u>₱ 232,236.00</u>
Total Permanent Positions-Salary	<u>229</u>		<u>₱ 474,024.00</u>
Lump Sum for Wages of Emergency Laborers			<u>60,244.00</u>
Total Salaries and Wages (Project 4)			<u>₱ 534,268.00</u>
<u>SUMMARY FOR BUREAU OF PLANT INDUSTRY</u>			
TOTAL PERMANENT POSITIONS-SALARY	1,372		₱ 2,529,174.00
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>1,259,166.00</u>
			<u>₱ 3,788,340.00</u>

(3) Bureau of Animal Industry

PROGRAM I: PROMOTION AND DEVELOPMENT OF ANIMAL INDUSTRY

Project 1: Livestock and Poultry Improvement and Development

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
LIVESTOCK AND POULTRY PROPAGATION DIVISION			
<u>Office of the Chief</u>			
Animal Husbandry Division Chief	1	(50)	₱ 6,000.00
Assistant Animal Husbandry Division Chief	1	(45)	5,100.00
Senior Livestock-Poultry Technologist	1	(42)	4,800.00
Stenographer	<u>1</u>	(25)	<u>2,160.00</u>
	<u>4</u>		<u>₱ 18,060.00</u>
<u>Procurement and Distribution Section</u>			
Senior Livestock-Poultry Technologist (Section Chief)	1	(42)	₱ 4,200.00
Livestock-Poultry Technologist	3	(39)	7,380.00
Clerk II	1	(25)	1,440.00
Stenographer	1	(25)	2,160.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>7</u>		<u>₱ 16,620.00</u>
<u>Breeding Services Section</u>			
Senior Livestock-Poultry Technologist (Section Chief)	1	(42)	₱ 3,960.00
Livestock-Poultry Technologist	3	(39)	7,020.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 12,420.00</u>
<u>Development Section</u>			
Senior Livestock-Poultry Technologist (Section Chief)	1	(42)	P4,200.00
Livestock-Poultry Technologist	3	(39)	6,360.00
Clerk II	<u>1</u>	(25)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 12,000.00</u>
Division Total	<u>21</u>		<u>₱ 59,100.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
FIELD SERVICES STAFF			
Stock Farm Superintendent	11	(40)	₱ 29,940.00
Breeding Station Manager	21	(30)	38,400.00
Nursery Farm Supervisor	4	(26)	5,760.00
Breeding Center Supervisor	5	(24)	7,200.00
Stock Farm Foreman	22	(24)	34,320.00
Nursery-Farm Foreman	1	(24)	1,440.00
Nursery-Farm Aide	47	(18)	67,680.00
Poultry Caretaker	30	(15)	43,200.00
Animal Caretaker	78	(15)	112,320.00
Field Services Total	<u>219</u>		<u>₱340,260.00</u>
Total Permanent Positions-Salary (Project 1)	<u>240</u>		<u>₱399,360.00</u>

Project 2: Immunization, Quarantine and Other Control Services

REGULATION AND CONTROL DIVISION

Office of the Chief

Veterinary Services Chief (Division Chief)	1	(51)	₱ 6,000.00
Assistant Veterinary Services Chief (Assistant Division Chief)	1	(47)	5,100.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 12,540.00</u>

Immunization and Disease Control Section

Supervising Field Veterinarian (Section Chief)	1	(42)	₱ 4,200.00
Veterinarian	2	(36)	4,800.00
Clerk I	<u>2</u>	(23)	<u>2,880.00</u>
	<u>5</u>		<u>₱ 11,880.00</u>

Inspection Services Section

Supervising Field Veterinarian (Section Chief)	1	(42)	₱ 4,800.00
Veterinarian	2	(36)	4,800.00
Stenographer	1	(25)	1,440.00
Clerk I	1	(23)	₱ 1,560.00
Leadman-Laborer	1	(19)	1,800.00
Butcher	<u>3</u>	(18)	<u>4,320.00</u>
	<u>9</u>		<u>₱ 18,720.00</u>
Division Total	<u>17</u>		<u>₱ 43,140.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
LABORATORY SERVICES DIVISION			
<u>Office of the Chief</u>			
Veterinary Services Chief (Division Chief)	1	(51)	₱ 6,000.00
Assistant Veterinary Services Chief	1	(47)	5,100.00
Stenographer	<u>1</u>	(25)	<u>2,160.00</u>
	<u>3</u>		<u>₱ 13,260.00</u>
<u>Bacterial and Virus Diagnostic Section</u>			
Senior Research Veterinarian (Section Chief)	1	(45)	₱ 4,500.00
Research Veterinarian	2	(40)	5,160.00
Veterinary Laboratory Technician	3	(24)	5,520.00
Mechanical Plant Operator I	1	(21)	1,440.00
Veterinary Laboratory Aide	2	(18)	2,880.00
Animal Caretaker	<u>1</u>	(15)	<u>1,440.00</u>
	<u>10</u>		<u>₱ 20,940.00</u>
<u>Parasitic Diagnostic Section</u>			
Senior Research Veterinarian (Section Chief)	1	(45)	₱ 3,960.00
Research Veterinarian	2	(40)	7,680.00
Veterinary Laboratory Technician	1	(24)	1,920.00
Veterinary Laboratory Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 15,000.00</u>
<u>Chemical Analysis Section</u>			
Senior Research Chemist (Section Chief)	1	(48)	₱ 3,720.00
Research Chemist	2	(41)	6,300.00
Analytical Chemist 6		(34)	10,440.00
Chemical Laboratory Technician	1	(24)	₱ 1,680.00
Chemical Laboratory Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>11</u>		<u>₱ 23,580.00</u>
<u>Biologics and Pharmaceutical Standardization Section</u>			
Senior Research Veterinarian (Section Chief)	1	(45)	₱ 3,120.00
Research Veterinarian	2	(40)	4,980.00
Biological Chemist	2	(34)	3,720.00
Pharmacist	2	(31)	3,240.00
Veterinary Laboratory Technician	3	(24)	4,680.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Storekeeper I	1	(23)	1,440.00
Veterinary Laboratory Aide	4	(18)	5,760.00
Mechanical Plant Operator Helper	<u>1</u>	(18)	<u>1,440.00</u>
	<u>16</u>		<u>₱ 28,380.00</u>
Division Total	<u>45</u>		<u>₱ 101,160.00</u>

FIELD SERVICES STAFF

Supervising Field Veterinarian	18	(42)	₱ 57,120.00
Provincial Veterinarian	48	(40)	121,320.00
Veterinarian	3	(36)	7,200.00
Livestock Inspector	<u>197</u>	(29)	<u>305,760.00</u>
Field Services Total	<u>266</u>		<u>₱ 491,400.00</u>
Total Permanent Positions-Salary (Project 2)	<u>328</u>		<u>₱ 635,700.00</u>

Project 3: Research

ANIMAL DISEASE AND PARASITIC RESEARCH DIVISION

Office of the Chief

Veterinary Services Chief (Division Chief)	1	(51)	₱ 6,000.00
Assistant Veterinary Services Chief (Assistant Division Chief)	1	(47)	5,100.00
Scientific Illustrator	1	(31)	₱ 2,160.00
Clerk II	<u>1</u>	(25)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 14,700.00</u>

Bacterial and Virus Diseases Section

Senior Research Veterinarian (Section Chief)	1	(45)	₱ 3,720.00
Research Veterinarian	2	(40)	5,520.00
Clerk II	2	(25)	3,240.00
Veterinary Laboratory Technician	<u>2</u>	(24)	<u>3,120.00</u>
	<u>7</u>		<u>₱ 15,600.00</u>

Parasitic Diseases Section

Senior Research Veterinarian (Section Chief)	1	(45)	₱ 3,960.00
Research Veterinarian	2	(40)	6,060.00
Clerk II	1	(25)	1,440.00
Veterinary Laboratory Technician	1	(24)	1,440.00
Animal Caretaker	<u>2</u>	(15)	<u>2,880.00</u>
	<u>7</u>		<u>₱ 15,780.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Deficiency Diseases Section</u>			
Senior Research Veterinarian (Section Chief)	1	(45)	₱ 3,960.00
Research Veterinarian	2	(40)	4,800.00
Analytical Chemist	1	(34)	2,580.00
Veterinary Laboratory Technician	1	(24)	1,440.00
Veterinary Laboratory Aide	1	(18)	1,440.00
	<u>6</u>		<u>₱14,220.00</u>
Division Total	<u>24</u>		<u>₱ 60,300.00</u>
LIVESTOCK RESEARCH DIVISION			
<u>Office of the Chief</u>			
Animal Husbandry Division Chief	1	(50)	₱ 6,000.00
Assistant Animal Husbandry Division Chief	1	(45)	4,800.00
Scientific Illustrator	1	(31)	₱ 1,920.00
Stenographer	1	(25)	1,800.00
Clerk II	1	(25)	1,440.00
	<u>5</u>		<u>₱ 15,960.00</u>
<u>Dairy Section</u>			
Senior Livestock-Poultry Technologist (Section Chief)	1	(42)	₱ 3,120.00
Livestock-Poultry Technologist	3	(39)	6,480.00
Clerk I	1	(23)	1,440.00
	<u>5</u>		<u>₱ 11,040.00</u>
<u>Swine, Sheep and Goats Section</u>			
Senior Livestock-Poultry Technologist (Section Chief)	1	(42)	₱ 3,120.00
Livestock-Poultry Technologist	3	(39)	6,540.00
Clerk II	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
	<u>6</u>		<u>₱ 12,540.00</u>
<u>Animal Products Section</u>			
Chief Research Nutritionist (Section Chief)	1	(48)	₱ 5,400.00
Livestock-Poultry Technologist	1	(39)	1,680.00
Supervising Research Nutritionist	2	(37)	4,800.00
Mechanical Plant Operator II	1	(23)	1,440.00
Clerk I	2	(23)	3,240.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Animal Caretaker	1	(15)	1,440.00
Kitchen Helper	3	(14)	4,320.00
	<u>11</u>		<u>₱ 22,320.00</u>
<u>Beef and Work Animals Section</u>			
Senior Livestock-Poultry Technologist (Section Chief)	1	(42)	₱ 5,100.00
Livestock-Poultry Technologist	3	(39)	6,000.00
Clerk II	1	(25)	1,560.00
Clerk I	2	(23)	2,880.00
	<u>7</u>		<u>₱ 15,540.00</u>
Division Total	<u>34</u>		<u>₱ 77,400.00</u>
POULTRY RESEARCH DIVISION			
<u>Office of the Chief</u>			
Animal Husbandry Division Chief	1	(50)	₱ 5,100.00
Assistant Animal Husbandry Division Chief	1	(45)	5,100.00
Senior Clerk	1	(27)	2,400.00
	<u>3</u>		<u>₱ 12,600.00</u>
<u>Nutrition and Breed Research Section</u>			
Senior Livestock-Poultry Technologist (Section Chief)	1	(42)	₱ 3,960.00
Livestock-Poultry Technologist	4	(39)	8,864.00
Clerk II	1	(25)	1,440.00
	<u>6</u>		<u>₱ 14,264.00</u>
<u>Poultry Management Research Section</u>			
Senior Livestock-Poultry Technologist (Section Chief)	1	(42)	₱ 2,940.00
Livestock-Poultry Technologist	3	(39)	6,900.00
Clerk II	2	(25)	3,000.00
	<u>6</u>		<u>₱ 12,840.00</u>
Division Total	<u>15</u>		<u>₱ 39,704.00</u>
FIELD SERVICES STAFF			
Research Veterinarian	5	(40)	₱ 15,720.00
Milker	6	(14)	8,640.00
Field Services Total	<u>11</u>		<u>₱ 24,360.00</u>
Total Permanent Positions-Salary (Project 3)	<u>84</u>		<u>₱ 201,764.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Project 4: <u>General Administration</u>			
OFFICE OF THE DIRECTOR			
Director of Animal Industry	1	(58)	₱ 7,200.00
Assistant Director of Animal Industry	1	(52)	6,000.00
Senior Research Veterinarian (Research Coordinator)	1	(45)	₱ 5,100.00
Secretary	1	(30)	1,680.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
Office Total	<u>5</u>		<u>₱ 21,420.00</u>
ADMINISTRATIVE SERVICES DIVISION			
<u>Office of the Chief</u>			
Administrative Officer IV (Division Chief)	1	(50)	₱ 6,000.00
Stenographer	1	(25)	2,040.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 9,480.00</u>
<u>Budget and Finance Section</u>			
Budget Officer I (Section Chief)	1	(39)	₱ 2,760.00
Cashier II	1	(35)	2,760.00
Cashier I	3	(32)	4,920.00
Clerk II	1	(25)	1,560.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>7</u>		<u>₱ 13,440.00</u>
<u>Personnel Section</u>			
Personnel Officer I (Section Chief)	1	(37)	₱ 2,940.00
Legal Aide II	1	(31)	2,040.00
Senior Personnel Aide	1	(30)	2,580.00
Illustrator I	1	(24)	1,440.00
Clerk I	1	(23)	1,440.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>6</u>		<u>₱ 11,880.00</u>
<u>Property and Equipment Section</u>			
Supply Officer II (Section Chief)	1	(37)	₱ 2,940.00
Buyer	1	(31)	1,800.00
Automotive Shop Foreman	1	(31)	1,800.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Senior Clerk	1	(27)	1,440.00
Assistant Buyer	2	(26)	3,120.00
Stenographer	1	(25)	1,440.00
Clerk II	2	(25)	2,880.00
Sales Clerk	1	(25)	₱ 1,800.00
Storekeeper I	2	(23)	3,240.00
Clerk I	5	(23)	7,200.00
Motor Pool Dispatcher	1	(23)	1,440.00
Heavy Equipment Operator	2	(23)	3,480.00
Light Equipment Operator II	8	(20)	11,880.00
Store Aide	3	(18)	4,320.00
Clerical Aide	2	(18)	2,880.00
Animal Caretaker	1	(15)	1,440.00
Laborer	1	(14)	1,440.00
	<u>35</u>		<u>₱ 54,540.00</u>

General Services Section

Administrative Assistant II (Section Chief)	1	(37)	₱ 5,100.00
Records Officer	1	(30)	2,760.00
Architectural Draftsman	1	(30)	1,440.00
Senior Clerk	1	(27)	1,800.00
Senior Stenographer	1	(27)	2,160.00
Illustrator II	1	(27)	1,440.00
Clerk I	4	(23)	5,760.00
Carpenter	7	(23)	10,200.00
Security Guard	7	(22)	10,080.00
Building Maintenance Man	1	(21)	1,800.00
Nursery-Farm Aide	1	(18)	1,440.00
Clerical Aide	4	(18)	5,760.00
Animal Caretaker	2	(15)	2,880.00
Janitor	2	(14)	2,880.00
	<u>34</u>		<u>₱ 55,500.00</u>

Public Relations and Reference Section

Information Editor II (Section Chief)	1	(36)	₱ 2,940.00
Reference Librarian	1	(29)	2,160.00
Photographer	1	(27)	1,680.00
Junior Librarian	1	(25)	1,440.00
Stenographer	1	(25)	1,440.00
Clerical Aide	1	(18)	1,560.00
	<u>6</u>		<u>₱ 11,220.00</u>
Division Total	<u>91</u>		<u>₱ 156,060.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
FIELD SERVICES STAFF			
Senior Automotive Mechanic	1	(26)	₱ 2,040.00
Carpenter	7	(23)	10,320.00
Heavy Equipment Operator	10	(23)	15,360.00
Storekeeper I	1	(23)	1,440.00
Security Guard	5	(22)	7,200.00
Automotive Mechanic I	2	(22)	3,240.00
Mechanical Plant Operator I	2	(21)	3,240.00
Light Equipment Operator II	10	(20)	14,760.00
Store Aide	1	(18)	1,440.00
Laborer	11	(14)	15,840.00
Field Services Total	50		₱ 74,880.00
Total Permanent Positions-Salary (Project 4)	146		₱252,360.00

SUMMARY FOR BUREAU OF ANIMAL INDUSTRY

TOTAL PERMANENT POSITIONS-SALARY	798	₱ 1,489,184.00
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(4) Bureau of Fisheries

PROGRAM I CONSERVATION AND DEVELOPMENT OF AQUATIC RESOURCES

Project 1 Fishery Management

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
LICENSES AND REGULATIONS DIVISION			
<u>Office of the Chief</u>			
Fisheries Division Chief	1	(50)	₱ 6,000.00
Senior Stenographer	1	(27)	2,400.00
	2		₱ 8,400.00
<u>Regulation Section</u>			
Fishing Rights Adjudicator (Section Chief)	1	(44)	₱ 4,200.00
Fishpond Investigator	2	(37)	5,520.00
Fishery Officer	2	(34)	3,720.00
Fishery Agent	4	(24)	5,760.00
	9		₱ 19,200.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Inspection and Investigation Section</u>			
Fishing Rights Adjudicator (Section Chief)	1	(44)	₱ 4,200.00
Fishpond Investigator	2	(37)	5,880.00
Fishery Officer	3	(34)	5,040.00
Senior Stenographer	1	(27)	1,800.00
Fishery Agent	5	(24)	7,200.00
	<u>12</u>		<u>₱ 24,120.00</u>
<u>Fishpond Permit-Lease Section</u>			
Fishery License Chief (Section Chief)	1	(40)	₱ 2,760.00
Fishery Investigator	4	(37)	8,760.00
Fishery Officer	2	(34)	3,240.00
Cartographer I	1	(26)	1,920.00
Stenographer	1	(25)	1,440.00
	<u>9</u>		<u>₱ 18,120.00</u>
<u>Commercial Fishing Boats and Fishermen's Licenses Section</u>			
Fishery License Chief (Section Chief)	1	(40)	₱ 3,120.00
Fishery Officer	3	(34)	5,640.00
Fishery Agent	2	(24)	2,880.00
Fishery Products Inspector	2	(24)	3,120.00
	<u>8</u>		<u>₱ 14,760.00</u>
Division Total	<u>40</u>		<u>₱ 84,600.00</u>
FIELD SERVICES STAFF			
Fishing Rights Adjudicator	3	(44)	₱ 10,920.00
Supervising Fishery Agent	4	(37)	7,620.00
Fishpond Investigator	4	(37)	7,920.00
Fishery Officer	8	(34)	12,960.00
Fishery Agent	6	(24)	9,600.00
Field Services Total	<u>25</u>		<u>₱ 49,020.00</u>
Total Permanent Positions-Salary (Project 1)	<u>65</u>		<u>₱133,620.00</u>

	<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Project 2:	<u>Fishery Research, Experimentation & Development</u>			
INLAND FISHERIES DIVISION				
	<u>Office of the Chief</u>			
	Fisheries Division Chief	1	(50)	₱ 6,000.00
	Fishery Technologist	2	(48)	9,300.00
	Fishery Technician	1	(40)	2,940.00
	Assistant Fishery Technician	2	(31)	4,020.00
	Senior Stenographer	<u>1</u>	(27)	<u>1,440.00</u>
		<u>7</u>		<u>₱ 23,700.00</u>
	<u>Fresh Water Fisheries Section</u>			
	Fishery Technologist (Section Chief)	1	(48)	₱ 5,100.00
	Fish Farm Manager	1	(40)	2,580.00
	Assistant Fishery Technician	2	(31)	3,240.00
	Fishery Demonstrator	1	(31)	1,440.00
	Illustrator II	<u>1</u>	(27)	<u>1,440.00</u>
		<u>6</u>		<u>₱ 13,800.00</u>
	<u>Shellfish and Crustacean Section</u>			
	Fish Farm Manager (Section Chief)	1	(40)	₱ 3,960.00
	Fishery Demonstrator	<u>3</u>	(31)	<u>4,680.00</u>
		<u>4</u>		<u>₱ 8,640.00</u>
	<u>Brackish-Water Section</u>			
	Fishery Technologist (Section Chief)	1	(48)	₱ 6,000.00
	Fish Farm Manager	1	(40)	2,580.00
	Fishery Technician	2	(40)	5,520.00
	Assistant Fishery Technician	3	(31)	4,440.00
	Fishery Demonstrator	3	(31)	5,040.00
	Fishery Aide	<u>2</u>	(18)	<u>2,880.00</u>
		<u>12</u>		<u>₱ 2,460.00</u>
	<u>Fish Stocking Section</u>			
	Fish Farm Manager (Section Chief)	1	(40)	₱ 2,580.00
	Assistant Fishery Technician	<u>3</u>	(31)	<u>4,800.00</u>
		<u>4</u>		<u>₱ 7,380.00</u>
	Division Total	<u>33</u>		<u>₱ 79,980.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
FISHERIES RESEARCH DIVISION			
<u>Office of the Chief</u>			
Fisheries Division Chief	1	(50)	₱ 6,000.00
Illustrator II	1	(27)	1,440.00
Photographer	1	(27)	1,800.00
Senior Stenographer	<u>1</u>	(27)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 10,680.00</u>
<u>Hydrology and Fisheries Biology Section</u>			
Fishery Technologist (Section Chief)	1	(48)	₱ 3,960.00
Ichthyologist	1	(41)	3,480.00
Fishery Technician	3	(40)	8,820.00
Analytical Chemist	1	(34)	1,920.00
Biological Chemist	1	(34)	1,440.00
Fishery Products Examiner	2	(31)	2,880.00
Assistant Fishery Technician	4	(31)	6,360.00
Fishery Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>15</u>		<u>₱ 31,740.00</u>
<u>Technological Research Section</u>			
Senior Research Chemist (Section Chief)	1	(48)	₱ 4,500.00
Research Chemist	2	(41)	5,880.00
Fishery Technician	2	(40)	5,160.00
Analytical Chemist	2	(34)	4,200.00
Assistant Fishery Technician	4	(31)	6,840.00
Fishery Demonstrator	1	(31)	1,440.00
Senior Stenographer	1	(27)	1,920.00
Bacteriology Laboratory Technician	1	(24)	1,440.00
Chemical Laboratory Technician	2	(24)	2,880.00
Chemical Laboratory Aide	1	(18)	1,440.00
Fishery Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>19</u>		<u>₱ 38,580.00</u>
<u>Fisheries Economics and Statistical Section</u>			
Supervising Economist (Section Chief)	1	(48)	₱ 6,000.00
Economist II	1	(39)	2,580.00
Statistician II	1	(38)	2,280.00
Commercial Cooperative Officer	1	(35)	2,940.00
Assistant Fishery Technician	2	(31)	2,880.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Statistical Aide	<u>2</u>	(25)	<u>3,120.00</u>
	<u>8</u>		<u>₱ 19,800.00</u>
Division Total	<u>46</u>		<u>₱ 100,800.00</u>
MARINE FISHERIES DIVISION			
<u>Office of the Chief</u>			
Fisheries Division Chief	1	(50)	₱ 6,000.00
Senior Stenographer	<u>1</u>	(27)	<u>2,040.00</u>
	<u>2</u>		<u>₱ 8,040.00</u>
<u>Marine Products Management Section</u>			
Fishery Technologist (Section Chief)	1	(48)	₱ 4,500.00
Fishery Technician	2	(40)	5,340.00
Fishery Products Examiner	5	(31)	7,920.00
Fishery Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>10</u>		<u>₱ 20,640.00</u>
<u>Technological Services Section</u>			
Fishery Technologist (Section Chief)	1	(48)	₱ 3,960.00
Fishery Technician	2	(40)	6,060.00
Fishery Officer	3	(34)	5,400.00
Fishery Demonstrator	5	(31)	7,680.00
Scientific Illustrator	1	(31)	1,920.00
Illustrator II	1	(27)	1,560.00
Fishery Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>15</u>		<u>₱ 29,460.00</u>
<u>Exploration Section</u>			
Fishery Technologist (Section Chief)	1	(48)	₱ 5,100.00
First Mate	1	(43)	3,480.00
Fishery Officer	1	(34)	2,580.00
Master Fisherman	2	(34)	3,600.00
Launch Patron	2	(32)	4,560.00
Ship Radio Operator	1	(27)	1,800.00
Marine Engine Man	2	(25)	3,960.00
Mechanic II	1	(24)	1,800.00
Illustrator I	1	(24)	1,560.00
Marine Engine Oiler	2	(22)	2,880.00
Cook II	2	(21)	2,880.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Fisherman	6	(18)	8,640.00
Fishery Aide	2	(18)	2,880.00
Automotive Mechanic Helper	<u>1</u>	(18)	<u>1,440.00</u>
	<u>25</u>		<u>₱ 47,160.00</u>
Division Total	<u>52</u>		<u>₱ 105,300.00</u>

FIELD SERVICES STAFF

Fishery Technician	6	(40)	₱ 14,040.00
Fish Farm Manager	5	(40)	12,060.00
Analytical Chemist	1	(34)	2,580.00
Fishery Products Examiner	4	(31)	6,000.00
Fishery Demonstrator	4	(31)	7,440.00
Assistant Fishery Technician	5	(31)	7,800.00
Mechanical Plant Operator II	1	(23)	1,800.00
Fishery Aide	7	(18)	10,440.00
Fishpond Caretaker	<u>11</u>	(18)	<u>15,840.00</u>
Field Services Total	<u>44</u>		<u>₱ 78,000.00</u>
Total Permanent Positions-Salary	175		₱ 364,080.00
Lump Sum for Wages of Emergency Laborers			10,010.00
Subsistence and Clothing of Crew Members for Fishing Boat			<u>13,000.00</u>
Total Salaries, Wages and other Personal Items (Project 2)			<u>₱ 387,090.00</u>

Project 3: General Administration

OFFICE OF THE DIRECTOR

Director of Fisheries	1	(58)	₱ 7,200.00
Assistant Director of Fisheries	1	(52)	6,000.00
Fishery Education Liaison Officer	1	(44)	3,960.00
Secretary	<u>1</u>	(30)	<u>1,800.00</u>
Office Total	<u>4</u>		<u>₱ 18,960.00</u>

ADMINISTRATIVE SERVICES DIVISION

Office of the Chief

Administrative Officer IV (Division Chief)	1	(50)	₱ 6,000.00
Clinic Physician	1	(40)	2,760.00
Nurse	1	(28)	1,800.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 12,000.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Budget and Finance Section</u>			
Budget Officer I (Section Chief)	1	(39)	₱ 2,940.00
Management Analysis I	1	(36)	2,160.00
Cashier I	1	(32)	2,940.00
Budget Examiner I	1	(30)	2,160.00
Accounting Clerk III	1	(28)	1,440.00
Cash Clerk	<u>2</u>	(24)	<u>2,880.00</u>
	<u>7</u>		<u>₱ 14,520.00</u>
<u>Personnel Section</u>			
Personnel Officer I (Section Chief)	1	(37)	₱ 2,400.00
Personnel Aide	1	(25)	1,440.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 5,280.00</u>
<u>Property and General Services Section</u>			
Administrative Assistant III (Section Chief)	1	(39)	₱ 2,940.00
Supply Officer II	1	(37)	2,280.00
Records Officer I	1	(30)	2,940.00
Senior Clerk	1	(27)	1,800.00
Clerk II	6	(25)	9,120.00
Automotive Mechanic II	1	(24)	1,440.00
Storekeeper I	1	(23)	1,680.00
Carpenter	1	(23)	1,680.00
Security Guard	3	(22)	4,320.00
Mechanic I	1	(22)	1,440.00
Light Equipment Operator II	4	(20)	6,360.00
Clerical Aide	6	(18)	8,640.00
Janitor	<u>3</u>	(14)	<u>4,440.00</u>
	<u>30</u>		<u>₱ 49,080.00</u>
<u>Public Relations and Reference Section</u>			
Supervising Information Officer I (Section Chief)	1	(40)	₱ 2,400.00
Information Editor I	1	(30)	1,800.00
Junior Librarian	1	(25)	1,440.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 7,080.00</u>
Division Total	<u>48</u>		<u>₱ 87,960.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
FIELD SERVICES STAFF			
District Fishery Officer	10	(44)	₱ 32,640.00
Clerk I	8	(23)	11,760.00
Security Guard	8	(22)	12,240.00
Field Services Total	26		₱ 56,640.00
Total Permanent Positions-Salary	73		₱ 163,560.00

SUMMARY FOR BUREAU OF FISHERIES

TOTAL PERMANENT POSITIONS-SALARY	318	₱ 661,260.00
LUMP SUM FOR WAGES OF EMERGENCY LABORERS		10,010.00
For Subsistence and Clothing Allowances		13,000.00
TOTAL SALARIES, WAGES AND OTHER PERSONAL ITEMS		₱ 684,270.00

(5) Bureau of Mines

PROGRAM I: SURVEY, DEVELOPMENT AND ADMINISTRATION OF MINERAL RESOURCES

Project 1: Geological Survey

GEOLOGICAL SURVEY DIVISION

Chief Geologist (Division Chief)	1	(55)	₱ 6,000.00
Assistant Chief Geologist	1	(51)	6,000.00
Supervising Geologist II	4	(49)	21,900.00
Supervising Geologist I	17	(43)	75,660.00
Senior Geologist	5	(40)	16,560.00
Geologist	52	(36)	136,620.00
Cartographer I	1	(26)	2,280.00
Stenographer	1	(25)	1,440.00
Geologic Aide	4	(24)	6,720.00
Tracer	3	(23)	4,920.00
Clerk I	3	(23)	4,800.00
Survey Aide II	1	(23)	1,440.00
Light Equipment Operator II	3	(20)	4,380.00
Clerical Aide	12	(18)	17,280.00
Survey Aide I	2	(15)	2,940.00
Division Total	110		₱ 308,940.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
TECHNOLOGY DIVISION			
<u>Mine Exploration Section</u>			
Supervising Mining Engineer (Section Chief)	1	(49)	₱ 4,800.00
Mining Engineer II	2	(43)	7,020.00
Mining Engineer I	4	(36)	10,920.00
Senior Core Driller	2	(28)	7,200.00
Core Driller	15	(25)	37,980.00
Light Equipment Operator II	1	(20)	1,440.00
Driller Helper	1	(18)	1,440.00
Clerical Aide	1	(18)	1,440.00
Division Total	<u>27</u>		<u>₱ 72,240.00</u>
PETROLEUM DIVISION			
Supervising Geologist II (Section Chief)	1	(49)	₱ 5,400.00
Supervising Geologist I	2	(43)	9,600.00
Cartographer I	2	(26)	₱ 4,080.00
Clerk I	1	(23)	1,440.00
Division Total	<u>6</u>		<u>₱ 20,520.00</u>
Total Permanent Positions-Salary	143		₱ 401,700.00
Lump Sum for Wages of Emergency Laborers			235,354.00
Total Salaries and Wages (Project 1)			<u>₱ 637,054.00</u>
Project 2: <u>Mineral Land Survey</u>			
MINERAL LANDS AND TOPOGRAPHIC SURVEY DIVISION			
<u>Office of the Chief</u>			
Mineral Land Surveys Division Chief	1	(50)	₱ 6,000.00
Stenographer	1	(25)	1,440.00
	<u>2</u>		<u>₱ 7,440.00</u>
<u>Field Control Section</u>			
Supervising Surveyor III (Section Chief)	1	(45)	₱ 5,400.00
Mineral Land Surveyor	11	(35)	29,520.00
Surveyor	5	(30)	8,430.00
Computer II	5	(28)	7,440.00
Cartographer I	1	(26)	1,440.00
Computer I	1	(25)	1,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>25</u>		<u>₱ 55,110.00</u>
<u>Verification and Computation Section</u>			
Mineral Land Surveyor (Section Chief)	1	(35)	₱ 3,264.00
Supervising Computer	1	(32)	2,160.00
Computer II	7	(28)	10,680.00
Clerk I	4	(23)	5,790.00
Clerical Aide	<u>2</u>	(18)	<u>2,910.00</u>
	<u>15</u>		<u>₱ 24,804.00</u>
<u>Topographic Drafting and Mapping Section</u>			
Senior Cartographer	1	(32)	₱ 2,160.00
Cartographer II	6	(28)	10,800.00
Cartographer I	6	(26)	8,760.00
Clerical Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>24</u>		<u>₱ 24,600.00</u>
Division Total	<u>57</u>		<u>₱111,954.00</u>
FIELD SERVICES STAFF			
District Mining Surveyor	5	(42)	₱ 20,700.00
Surveyor	2	(30)	3,600.00
Cartographer II	1	(28)	1,800.00
Computer I	3	(25)	4,320.00
Survey Aide II	5	(23)	7,200.00
Tracer	1	(23)	1,440.00
Clerk I	5	(23)	7,320.00
Clerical Aide	<u>2</u>	(18)	<u>2,880.00</u>
Field Services Total	<u>24</u>		<u>₱ 49,260.00</u>
Total Permanent Positions-Salary	81		₱ 161,214.00
Lump Sum for Wages of Emergency Laborers			<u>38,256.00</u>
Total Salaries and Wages (Project 2)			<u>₱ 199,470.00</u>

Project 3: Mineral and Petroleum Land Management

MINERAL LANDS ADMINISTRATION DIVISION

Chief Legal Officer (Division Chief)	1	(50)	₱ 6,000.00
Assistant Chief Legal Officer	1	(47)	5,100.00
Legal Officer III	2	(41)	9,600.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Legal Officer II	2	(37)	8,160.00
Legal Officer I	5	(34)	13,800.00
Senior Stenographer	2	(27)	4,320.00
Clerk II	2	(25)	3,120.00
Stenographer	2	(25)	3,360.00
Clerk I	1	(23)	1,440.00
Clerical Aide	1	(18)	1,440.00
Division Total	<u>19</u>		<u>₱ 56,340.00</u>
PETROLEUM DIVISION			
Chief Petroleum Geologist (Division Chief)	1	(55)	₱ 6,000.00
Legal Officer III	1	(41)	5,400.00
Legal Officer II	1	(37)	4,800.00
Legal Officer I	1	(34)	2,760.00
Senior Stenographer	4	(27)	11,220.00
Clerk II	1	(25)	1,800.00
Clerk I	1	(23)	1,800.00
Clerical Aide	1	(18)	1,440.00
Division Total	<u>11</u>		<u>₱ 35,220.00</u>
Total Permanent Positions-Salary	30		₱ 91,560.00
Lump Sum for Wages of Emergency Laborers			<u>2,400.00</u>
Total Salaries and Wages (Project 3)			<u>₱93,960.00</u>
Project 4: <u>Mining and Metallurgical Services</u>			
MINING TECHNOLOGY DIVISION			
<u>Office of the Chief</u>			
Mining and Metallurgical Division Chief	1	(55)	₱ 6,000.00
Supervising Mining Engineer	2	(49)	11,100.00
Stenographer	1	(25)	1,440.00
	<u>4</u>		<u>₱ 18,540.00</u>
<u>Mine Valuation Section</u>			
Supervising Mining Engineer (Section Chief)	1	(49)	₱ 5,400.00
Mining Engineer II	2	(43)	8,700.00
Mining Engineer I	1	(36)	2,280.00
Illustrator II	1	(27)	1,680.00
Geologic Aide	1	(24)	1,440.00
Clerk I	1	(23)	1,440.00
	<u>7</u>		<u>₱ 20,940.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Mine Safety Section</u>			
Supervising Mining Engineer (Section Chief)	1	(49)	₱ 5,400.00
Mining Engineer II	1	(43)	4,500.00
Mining Engineer I	1	(36)	3,960.00
Illustrator II	1	(27)	2,040.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 17,340.00</u>
<u>Mineral Economics Section</u>			
Supervising Economist (Section Chief)	1	(48)	₱ 5,100.00
Senior Economist	<u>2</u>	(43)	<u>8,800.00</u>
	<u>3</u>		<u>₱ 13,900.00</u>
Division Total	<u>19</u>		<u>₱ 70,800.00</u>
METALLURGICAL AND LABORATORY SERVICES DIVISION			
<u>Office of the Chief</u>			
Mining and Metallurgical Division Chief	1	(55)	₱ 5,400.00
Supervising Analytical Chemist	1	(41)	4,800.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 11,640.00</u>
<u>Process Metallurgy Section</u>			
Supervising Analytical Chemist (Section Chief)	1	(41)	₱ 4,500.00
Analytical Chemist	1	(34)	2,280.00
Chemical Laboratory Technician	1	(24)	1,440.00
Geologic Aide	2	(24)	4,440.00
Chemical Laboratory Aide	<u>3</u>	(18)	<u>4,380.00</u>
	<u>8</u>		<u>₱ 17,040.00</u>
<u>Extractive Metallurgy Section</u>			
Supervising Analytical Chemist (Section Chief)	1	(41)	₱3,300.00
Analytical Chemist	2	(34)	4,080.00
Geologic Aide	1	(24)	1,800.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 10,620.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Coal Preparation and Utilization Section</u>			
Supervising Analytical Chemist (Section Chief)	1	(41)	₱ 3,960.00
Analytical Chemist	1	(34)	2,940.00
Chemical Laboratory Technician	1	(24)	1,440.00
Chemical Laboratory Aide	2	(18)	2,880.00
	<u>5</u>		<u>₱ 11,220.00</u>
<u>Analytical Services Section</u>			
Senior Research Chemist I (Section Chief)	1	(48)	₱ 5,100.00
Supervising Analytical Chemist	1	(41)	4,800.00
Mineral Analyst	5	(36)	14,700.00
Analytical Chemist	7	(34)	11,880.00
Geologic Aide	1	(24)	1,920.00
Chemical Laboratory Technician	2	(24)	3,240.00
Chemical Laboratory Aide	9	(18)	13,020.00
Clerical Aide	1	18	1,440.00
	<u>27</u>		<u>₱ 56,100.00</u>
Division Total	<u>48</u>		<u>₱ 106,620.00</u>
TECHNICAL INFORMATION DIVISION			
<u>Office of the Chief</u>			
Supervising Information Officer II (Division Chief)	1	(44)	₱ 6,000.00
Clerk II	1	(25)	2,400.00
	<u>2</u>		<u>₱ 8,400.00</u>
<u>Technical Reports and Information Section</u>			
Supervising Information Officer I (Section Chief)	1	(40)	₱ 3,120.00
Information Editor I	1	(30)	2,580.00
Cartographer I	1	(26)	2,400.00
Offset-Press Operator	1	(26)	1,680.00
Tracer	3	(23)	5,400.00
Blueprint Machine Operator	1	(23)	1,800.00
Clerical Aide	1	(18)	1,440.00
	<u>9</u>		<u>₱ 18,420.00</u>
<u>Abstract and Research Section</u>			
Information Editor I (Section Chief)	1	(30)	₱ 2,280.00
Clerk II	1	(25)	1,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerk I	<u>1</u>	(23)	<u>1,800.00</u>
	<u>3</u>		<u>₱ 5,520.00</u>
<u>Library Section</u>			
Senior Librarian (Section Chief)	1	(33)	₱ 3,720.00
Librarian	1	(27)	1,800.00
Clerk II	<u>1</u>	(25)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 6,960.00</u>
Division Total	<u>17</u>		<u>₱ 39,300.00</u>
PETROLEUM DIVISION			
Senior Paleontologist	2	(40)	₱ 8,760.00
Paleontologist	3	(36)	6,540.00
Chemical Laboratory Aide	<u>2</u>	(18)	<u>2,880.00</u>
Division Total	<u>7</u>		<u>₱ 18,180.00</u>
Total Permanent Positions-Salary	91		₱ 234,900.00
Lump Sum for Wages of Emergency Laborers			<u>2,400.00</u>
Total Salaries and Wages (Project 4)			<u>₱ 237,300.00</u>
Project 5: <u>General Administration</u>			
OFFICE OF THE DIRECTOR			
Director of Mines	1	(62)	₱ 9,000.00
Assistant Director of Mines	1	(57)	6,000.00
Mining Project Coordinator	1	(55)	6,000.00
Secretary	<u>1</u>	(30)	<u>2,760.00</u>
	<u>4</u>		<u>₱ 23,760.00</u>
ADMINISTRATIVE SERVICES DIVISION			
<u>Office of the Chief</u>			
Administrative Officer III (Division Chief)	1	(47)	₱ 6,000.00
Administrative Assistant III (Assistant Division Chief)	1	(39)	4,200.00
Stenographer	1	(25)	1,680.00
Clerical Aide	<u>1</u>	(18)	<u>₱ 1,440.00</u>
	<u>4</u>		<u>₱ 13,320.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Budget and Finance Section</u>			
Budget Officer I (Section Chief)	1	(39)	₱ 4,500.00
Cashier II	1	(35)	3,120.00
Accountant I	1	(32)	2,544.00
Bookkeeper II	1	(32)	3,120.00
Budget Examiner I	1	(30)	1,800.00
Accounting Clerk II	2	(25)	3,360.00
Clerk II	2	(25)	3,240.00
Accounting Clerk I	1	(23)	1,680.00
Clerk I	3	(23)	4,320.00
Clerical Aide	3	(18)	4,320.00
	<u>16</u>		<u>₱ 32,004.00</u>
<u>Personnel Section</u>			
Personnel Officer I (Section Chief)	1	(37)	₱ 2,580.00
Personnel Aide	1	(25)	1,920.00
Clerk II	2	(25)	3,720.00
Clerk I	3	(23)	4,440.00
Clerical Aide	2	(18)	2,880.00
	<u>9</u>		<u>₱ 15,540.00</u>
<u>Records Section</u>			
Records Officer II (Section Chief)	1	(33)	₱ 2,760.00
Clerk II	1	(25)	1,680.00
Clerk I	7	(23)	11,280.00
Clerical Aide	4	(18)	5,760.00
	<u>13</u>		<u>₱ 21,480.00</u>
<u>Property and General Services Section</u>			
Supply Officer II (Section Chief)	1	(37)	₱ 2,760.00
Supply Officer I	1	(31)	1,920.00
Clerk II	2	(25)	3,840.00
Shop Electrician	1	(24)	1,440.00
Mechanic II	1	(24)	1,800.00
Storekeeper I	1	(23)	1,440.00
Clerk I	2	(23)	2,880.00
Carpenter	4	(23)	5,820.00
Security Guard	6	(22)	9,446.00
Clerical Aide	3	(18)	4,320.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Watchman	3	(16)	4,320.00
Janitor	<u>4</u>	(14)	<u>5,760.00</u>
	<u>29</u>		<u>P 45,746.00</u>
Division Total	<u>71</u>		<u>P 151,850.00</u>
Total Permanent Positions-Salary (Project 5)	<u>75</u>		<u>P175,610.00</u>

SUMMARY FOR BUREAU OF MINES

TOTAL PERMANENT POSITIONS-SALARY	<u>420</u>	<u>P1,041,224.00</u>
LUMP SUM FOR WAGES OF EMERGENCY LABORERS		<u>278,410.00</u>
TOTAL SALARIES AND WAGES		<u>P1,319,634.00</u>

(6) Bureau of Soils

PROGRAM I: SOILS SURVEY AND CONSERVATION

Project 1: Soil Survey and Classification

SOILS SURVEY DIVISION

OFFICE OF THE CHIEF

Soil Conservation Division Chief	1	(50)	<u>P 6,000.00</u>
Soil Conservation Section Supervisor	1	(45)	<u>3,720.00</u>
Soil Survey Supervisor	1	(34)	<u>1,800.00</u>
Stenographer	1	(25)	<u>1,440.00</u>
	<u>4</u>		<u>P 12,960.00</u>

Technical Specialists Section

Soil Conservation Section Supervisor	1	(45)	<u>P 3,720.00</u>
Soil Survey Supervisor	2	(34)	<u>4,740.00</u>
Stenographer	1	(25)	<u>1,440.00</u>
	<u>4</u>		<u>P 9,900.00</u>

Cartography Section

Supervising Cartographer (Section Chief)	1	(40)	<u>P 2,940.00</u>
Cartographer II	1	(28)	<u>2,400.00</u>
Cartographer I	1	(26)	<u>2,040.00</u>
Cartographer Aide II	5	(23)	<u>8,400.00</u>
	<u>8</u>		<u>P 15,780.00</u>
Division Total	<u>16</u>		<u>P 38,640.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
FIELD SERVICES STAFF			
Soil Survey Supervisor	9	(34)	₱ 26,820.00
Soil Surveyor	49	(30)	87,840.00
Cartographer Aide II	10	(23)	16,920.00
Field Services Total	68		₱ 131,580.00
Total Permanent Positions – Salary	84		₱ 170,220.00
Lump Sum for Wages of Emergency Laborers			₱ 7,920.00
Total Salaries and Wages (Project 1)			₱ 178,140.00

Project 2: Erosion Control Operations

SOIL CONSERVATION DIVISION

Soil Conservation Division Chief	1	(50)	₱ 6,000.00
Soil Conservation Section Supervisor	5	(45)	19,380.00
Soil Engineer	2	(34)	4,740.00
Soil Technologist	4	(32)	8,760.00
Stenographer	1	(25)	1,440.00
Soil Research Aide	4	(18)	5,760.00
Division Total	17		₱ 46,080.00

FIELD SERVICES STAFF

Soil Conservation Project Superintendent	11	(36)	₱ 36,000.00
Soil Engineer	8	(34)	20,880.00
Soil Technologist	30	(32)	70,560.00
Automotive Mechanic II	4	(24)	7,200.00
Heavy Equipment Operator	12	(23)	18,720.00
Soil Research Aide	16	(18)	23,040.00
Laborer	16	(14)	23,040.00
Field Services Total	97		₱ 199,440.00
Total Permanent Positions-Salary	114		₱ 245,520.00
Lump Sum for Wages of Emergency Laborers			33,800.00
Total Salaries and Wages (Project 2)			₱ 279,320.00

Project 3: Research

LABORATORY SERVICES DIVISION

Soil Conservation Division Chief	1	(50)	₱ 4,500.00
Analytical Chemist	3	(34)	5,040.00
Soil Physicist	2	(34)	2,880.00
Bacteriologist	2	(34)	4,080.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Stenographer	1	(25)	1,440.00
Chemical Laboratory Technician	5	(24)	7,680.00
Chemical Laboratory Aide	<u>2</u>	(18)	<u>3,000.00</u>
Division Total	<u>16</u>		<u>₱ 28,620.00</u>
FERTILIZER RESEARCH DIVISION			
Soil Conservation Division Chief	1	(50)	₱ 6,000.00
Soil Technologist	4	(32)	11,160.00
Stenographer	1	(25)	1,440.00
Soil Research Aide	<u>4</u>	(18)	<u>5,760.00</u>
Division Total	<u>10</u>		<u>₱ 24,360.00</u>
SOIL RESEARCH DIVISION			
<u>Office of the Chief</u>			
Soil Conservation Division Chief	1	(50)	₱ 6,000.00
Stenographer	<u>1</u>	(25)	<u>1,680.00</u>
	<u>2</u>		<u>₱ 7,680.00</u>
<u>Soil Physics Section</u>			
Supervising Analytical Chemist (Section Chief)	1	(41)	₱ 3,120.00
Soil Physicist	3	(34)	5,520.00
Analytical Chemist	<u>3</u>	(34)	<u>5,280.00</u>
	<u>7</u>		<u>₱ 13,920.00</u>
<u>Soil Chemistry Section</u>			
Supervising Analytical Chemist (Section Chief)	1	(41)	₱ 3,720.00
Assistant Mechanical-Electrical Engineer	1	(40)	3,480.00
Analytical Chemist	2	(34)	3,480.00
Junior Mechanical-Electrical Engineer	2	(33)	4,560.00
Soil Research Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>7</u>		<u>₱ 16,680.00</u>
<u>Soil Biology Section</u>			
Research Bacteriologist (Section Chief)	1	(41)	₱ 3,120.00
Bacteriologist	2	(34)	4,920.00
Analytical Chemist	4	(34)	7,980.00
Soil Laboratory Technician	3	(26)	4,800.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Bacteriology Laboratory Technician	<u>1</u>	(24)	<u>1,440.00</u>
	<u>11</u>		<u>₱ 22,260.00</u>
Division Total	<u>27</u>		<u>₱ 60,540.00</u>
FIELD SERVICES STAFF			
Analytical Chemist	10	(34)	₱ 30,720.00
Bacteriologist	14	(34)	30,120.00
Soil Physicist	8	(34)	14,880.00
Soil Technologist	4	(34)	12,480.00
Soil Laboratory Technician	4	(26)	7,200.00
Laborer	<u>8</u>	(14)	<u>11,520.00</u>
Field Services Total	<u>48</u>		<u>₱ 106,920.00</u>
Total Permanent Positions – Salary	101		₱ 220,440.00
Lump Sum for Wages of Emergency Laborers			₱ 17,202.00
Total Salaries and Wages (Project 3)			<u>₱ 237,642.00</u>
Project 4: <u>General Administration</u>			
OFFICE OF THE DIRECTOR			
Director of Soils	1	(58)	₱ 7,200.00
Assistant Director of Soils	1	(53)	6,000.00
Secretary	<u>1</u>	(30)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 14,640.00</u>
ADMINISTRATIVE SERVICES DIVISION			
OFFICE OF THE CHIEF			
Administrative Officer II	1	(45)	₱ 6,000.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 7,440.00</u>
<u>Budget and Finance Section</u>			
Budget Officer I (Section Chief)	1	(39)	₱ 2,760.00
Cashier I	1	(32)	2,580.00
Budget Examiner I	1	(30)	1,800.00
Budget Aide	1	(25)	1,440.00
Cash Clerk	<u>1</u>	(24)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 10,020.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Personnel Section</u>			
Personnel Officer I (Section Chief)	1	(37)	₱ 2,400.00
Personnel Aide	1	(25)	1,440.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 5,280.00</u>
<u>Property and General Services Section</u>			
Administrative Assistant III (Section Chief)	1	(39)	₱ 3,720.00
Supply Officer II	1	(37)	2,580.00
Records Officer I	1	(30)	2,280.00
Senior Storekeeper	1	(29)	2,400.00
Senior Clerk	1	(27)	1,440.00
Clerk II	3	(25)	4,320.00
Automotive Mechanic II	1	(24)	1,800.00
Senior Security Guard	1	(24)	1,440.00
Storekeeper I	2	(23)	2,880.00
Carpenter	2	(23)	3,000.00
Clerk I	5	(23)	7,200.00
Security Guard	3	(22)	4,320.00
Security Janitor	1	(19)	1,440.00
Clerical Aide	5	(18)	7,200.00
Carpenter Helper	1	(18)	1,440.00
Toolkeeper	1	(18)	1,440.00
Watchman	3	(16)	4,320.00
Janitor	3	(14)	4,320.00
Laborer	4	(14)	5,760.00
Groundsman-Gardener	<u>1</u>	(14)	<u>1,440.00</u>
	<u>41</u>		<u>₱ 64,740.00</u>
<u>Public Relations and Reference Section</u>			
Supervising Information Officer I (Section Chief)	1	(40)	₱ 3,480.00
Information Editor I	1	(30)	2,580.00
Reference Librarian	1	(29)	1,800.00
Information Writer	1	(27)	1,560.00
Senior Stenographer	1	(27)	2,400.00
Illustrator II	<u>1</u>	(27)	<u>1,800.00</u>
	<u>6</u>		<u>₱ 13,620.00</u>
Division Total	<u>57</u>		<u>₱ 101,100.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
FIELD SERVICES STAFF			
Soil Conservation Division Chief (Regional Director)	8	(50)	₱ 33,600.00
Administrative Assistant I	8	(35)	13,320.00
Clerk II	<u>8</u>	(25)	<u>11,520.00</u>
Field Services Total	<u>24</u>		<u>₱ 58,440.00</u>
Total Permanent Positions-Salary	84		₱ 174,180.00
Lump Sum for Wages of Emergency Laborers			<u>3,560.00</u>
Total Salaries and Wages (Project 4)			<u>₱ 177,740.00</u>

SUMMARY FOR BUREAU OF SOILS

TOTAL PERMANENT POSITIONS-SALARY	383	₱ 810,360.00
LUMP SUM FOR WAGES OF EMERGENCY LABORERS		<u>62,482.00</u>
TOTAL SALARIES AND WAGES		<u>₱ 872,842.00</u>

(7) Bureau of Agricultural Extension

PROGRAM I: AGRICULTURAL EXTENSION SERVICES

Project 1: Dissemination of Agricultural Information in the Rural Areas

PUBLIC RELATIONS DIVISION

<u>Office of the Chief</u>			
Public Relations Officer III	1	(46)	₱ 4,800.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 6,240.00</u>
<u>Publications Section</u>			
Information Editor II (Section Chief)	1	(36)	₱ 2,760.00
Information Writer	1	(27)	1,440.00
Senior Clerk	1	(27)	1,800.00
Librarian	1	(27)	1,440.00
Clerk II	1	(25)	1,440.00
Clerk I	2	(23)	2,880.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>8</u>		<u>₱ 13,200.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Audio-Visual Section</u>			
Audio-Visual Technician I (Section Chief)	1	(36)	₱ 3,480.00
Clerk II	1	(25)	1,440.00
Illustrator I	1	(24)	1,800.00
	<u>3</u>		<u>₱ 6,720.00</u>
<u>Special Exhibits Section</u>			
Agricultural Extension Technician (Section Chief)	1	(36)	₱3,480.00
Architectural Draftsman	1	(30)	1,800.00
Photographer	1	(27)	1,560.00
Clerical Aide	1	(18)	1,440.00
Laborer	1	(14)	1,400.00
	<u>5</u>		<u>₱ 9,720.00</u>
Division Total	<u>18</u>		<u>₱ 35,880.00</u>
FIELD SERVICES STAFF			
Audio-Visual Equipment Operator	<u>48</u>	(21)	₱ 78,480.00
Total Permanent Positions- Salary (Project I)	<u>66</u>		<u>₱ 114,300.00</u>
Project 2: <u>Promotion of Improved Farming, Crop Production and Agricultural Practices</u>			
AGRICULTURAL PROGRAM DIVISION			
Agricultural Extension Supervisor	1	(48)	₱ 6,000.00
Agricultural Extension Technician II	4	(40)	18,300.00
Agricultural Extension Technician I	1	(36)	3,120.00
Stenographer	1	(25)	1 680.00
	<u>7</u>		<u>₱ 29,100.00</u>
FIELD SERVICES STAFF			
Provincial Agriculturist	53	(42)	₱ 216,360.00
Provincial Agriculturist (Regional Agricultural Extension Agent)	2	(42)	8,820.00
Regional Fiber Extension Agent	5	(40)	18,960.00
Assistant Provincial Agriculturist	41	(32)	101,200.00
Fiber Extension Agent	37	(28)	74,760.00
Agricultural Extension Worker	630	(28)	957,800.00
Senior Clerk	8	(27)	13,740.00
Clerk II	37	(25)	55,140.00
Stenographer	9	(25)	12,960.00
Statistical Aide	2	(25)	2,880.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Automotive Mechanic II	5	(24)	7,680.00
Clerk I	53	(23)	77,460.00
Security Guard	3	(22)	4,320.00
Light Equipment Operator II	35	(20)	51,120.00
Clerical Aide	32	(18)	46,500.00
Janitor	6	(14)	8,640.00
Laborer	<u>89</u>	(14)	128,220.00
Field Services Total	<u>1,047</u>		<u>₱ 1,786,560.00</u>
Total Permanent Positions-Salary	<u>1,054</u>		<u>₱ 1,815,660.00</u>
Lump Sum for Wages of Emergency Laborers			48,155.00
Total Salaries and Wages (Project 2)			<u>₱1,863,815.00</u>

Project 3: Demonstration of Useful Homemaking Practices and Food Utilization

HOME ECONOMICS PROGRAM DIVISION

Chief Home Economist	1	(46)	₱ 5,400.00
Home Economics Coordinator	2	(38)	6,480.00
Stenographer	<u>1</u>	(25)	<u>1,800.00</u>
Division Total	<u>4</u>		<u>₱ 13,680.00</u>

FIELD SERVICES STAFF

Home Economics Coordinator	2	(38)	₱ 8,160.00
Supervising Home Economics Demonstrator	8	(36)	29,580.00
Senior Home Economics Demonstrator	61	(32)	160,020.00
Home Economics Demonstrator	<u>217</u>	(26)	<u>329,340.00</u>
Field Services Total	<u>288</u>		<u>₱ 527,100.00</u>
Total Permanent Positions-Salary (Project 3)	<u>292</u>		<u>₱ 540,780.00</u>

Project 4: Promotion of 4-H Clubs and Other Civic Organizations

RURAL CLUBS PROGRAM DIVISION

Rural Clubs Program Officer	1	(46)	₱ 5,400.00
Agricultural Extension Technician II	2	(40)	9,000.00
Stenographer	<u>1</u>	(25)	<u>1,680.00</u>
Division Total	<u>4</u>		<u>₱ 16,080.00</u>

FIELD SERVICES STAFF

Regional Rural Clubs Agent	8	(40)	₱ 29,160.00
Provincial Rural Clubs Agent	<u>46</u>	(36)	<u>88,860.00</u>
Field Services Total	<u>54</u>		<u>₱ 118,020.00</u>
Total Permanent Positions-Salary (Project 4)	<u>58</u>		<u>₱ 134,100.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Project 5: <u>General Administration</u>			
OFFICE OF THE DIRECTOR			
Director of Agricultural Extension	1	(58)	₱ 7,200.00
Assistant Director of Agricultural Extension (Programs)	1	(52)	6,000.00
Assistant Director of Agricultural Extension (Services)	1	(52)	6,000.00
Senior Executive Assistant I	1	(43)	4,800.00
Secretary	1	(30)	2,160.00
Stenographer	2	(25)	3,240.00
Clerical Aide	1	(18)	1,440.00
Office Total	8		₱ 30,840.00
ADMINISTRATIVE SERVICES DIVISION			
<u>Office of the Chief</u>			
Administrative Officer V (Division Chief)	1	(52)	₱ 5,100.00
Administrative Officer II	1	(45)	3,960.00
Legal Officer I	1	(34)	2,160.00
Senior Stenographer	1	(27)	1,800.00
	4		₱ 13,020.00
<u>General Services Section</u>			
Administrative Assistant II (Section Chief)	1	(37)	₱ 3,120.00
Records Officer I	1	(30)	1,800.00
Senior Clerk	2	(27)	3,360.00
Stenographer	2	(25)	3,120.00
Clerk II	2	(25)	3,960.00
Clerk I	2	(25)	3,000.00
Security Guard	6	(22)	8,640.00
Clerical Aide	3	(18)	4,560.00
Janitor	4	(14)	5,760.00
Groundsman-Gardener	1	(14)	1,440.00
	24		₱ 38,760.00
<u>Budget and Finance Section</u>			
Budget Officer I (Section Chief)	1	(39)	₱ 3,120.00
Statistician I	1	(33)	2,400.00
Senior Disbursing Officer	1	(32)	2,580.00
Budget Examiner I	1	(30)	₱ 1,800.00
Clerk II	1	(25)	1,680.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Accounting Clerk II	1	(25)	1,560.00
Statistical Aide	<u>1</u>	(25)	<u>1,440.00</u>
	<u>7</u>		<u>₱ 14,580.00</u>
<u>Personnel Records Section</u>			
Personnel Officer I (Section Chief)	1	(37)	₱ 3,720.00
Senior Personnel Aide	1	(30)	1,800.00
Personnel Aide	1	(25)	1,560.00
Clerk II	2	(25)	3,240.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>6</u>		<u>₱ 11,760.00</u>
<u>Property and Equipment Section</u>			
Supply Officer III (Section Chief)	1	(43)	₱ 3,480.00
Automotive Shop Superintendent	1	(35)	3,120.00
Automotive Equipment Inspector	2	(30)	3,960.00
Assistant Buyer	1	(26)	1,560.00
Clerk II	1	(25)	1,440.00
Storekeeper I	1	(23)	1,440.00
Automotive Mechanic I	3	(22)	4,920.00
Light Equipment Operator II	5	(20)	7,800.00
Store Aide	2	(18)	2,880.00
Laborer	<u>2</u>	(14)	<u>2,880.00</u>
	<u>19</u>		<u>₱ 33,480.00</u>
Division Total	<u>61</u>		<u>₱ 111,600.00</u>
SPECIALISTS SERVICES DIVISION			
Chief, Agricultural Extension Technician (Division Chief)	1	(48)	₱ 6,000.00
Agricultural Extension Technician II (Assistant Division Chief)	1	(40)	5,400.00
Agricultural Extension Technician II (Agricultural Engineer)	1	(40)	5,100.00
Agricultural Extension Technician II (Plant Science)	5	(40)	24,660.00
Agricultural Extension Technician II (Soils and Fertilizers)	2	(40)	6,600.00
Agricultural Extension Technician II (Animal Science)	3	(40)	14,100.00
Agricultural Extension Technician II (Community Development)	1	(40)	₱ 3,960.00
Agricultural Extension Technician II (Fiber Specialist)	1	(40)	5,400.00
Home Economics Coordinator	4	(38)	16,800.00
Senior Stenographer	1	(27)	2,280.00
Clerk II	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
Division Total	<u>23</u>		<u>₱ 94,620.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
EVALUATION AND TRAINING DIVISION			
-			
<u>Office of the Chief</u>			
Senior Management Analyst (Division Chief)	1	(43)	₱ 4,860.00
Stenographer	1	(25)	1,440.00
Illustrator I	2	(24)	2,880.00
	<u>4</u>		<u>₱ 9,180.00</u>
<u>Personnel Training Section</u>			
Senior Training Officer (Section Chief)	1	(39)	₱ 4,500.00
Training Officer	1	(36)	3,480.00
Personnel Aide	1	(25)	1,440.00
Stenographer	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
	<u>5</u>		<u>₱ 12,300.00</u>
<u>Personnel Utilization Section</u>			
Management Analyst II (Section Chief)	1	(39)	₱ 4,200.00
Management Analyst I	1	(36)	3,720.00
Junior Management Analyst	1	(30)	1,560.00
Clerk II	1	(25)	1,680.00
	<u>4</u>		<u>₱ 11,160.00</u>
<u>Methods Improvement Section</u>			
Management Analyst II (Section Chief)	1	(39)	₱ 3,960.00
Management Analyst I	1	(36)	2,580.00
Junior Management Analyst	1	(30)	2,160.00
Senior Clerk	1	(27)	1,800.00
	<u>4</u>		<u>₱ 10,500.00</u>
Division Total	<u>17</u>		<u>₱ 43,140.00</u>
FIELD SERVICES STAFF			
Regional Agricultural Extension Administrator II	4	(48)	₱ 20,400.00
Regional Agricultural Extension Administrator I	4	(44)	20,400.00
Agricultural Extension Technician II	2	(40)	8,700.00
Agricultural Extension Technician I	3	(36)	9,540.00
Budget Examiner I	1	(30)	1,440.00
Senior Clerk	8	(27)	12,960.00
Clerk II	8	(25)	11,760.00
Clerical Aide	1	(18)	1,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Field Services Total	<u>31</u>		<u>₱ 86,640.00</u>
Total Permanent Positions-Salary	<u>139</u>		<u>₱ 366,840.00</u>
Lump Sum for Wages of Emergency Laborers			<u>₱ 7,200.00</u>
Total Salaries and Wages (Project 5)			<u>₱ 374,040.00</u>

SUMMARY FOR BUREAU OF AGRICULTURAL EXTENSION

TOTAL PERMANENT POSITIONS-SALARY	<u>1,609</u>	<u>₱2,971,740.00</u>
LUMP SUM FOR WAGES OF EMERGENCY LABORERS		<u>55,355.00</u>
TOTAL SALARIES AND WAGES		<u>₱ 9,027,095.00</u>

(8) Bureau of Lands

PROGRAM I: LAND SURVEYS

Project 1: Public Land Surveys

(GENERAL FUND)

FIELD SERVICES STAFF

Supervising Surveyor IV	5	(50)	₱ 21,960.00
Supervising Surveyor II	18	(42)	57,600.00
Supervising Surveyor I	98	(35)	235,980.00
Supervising Computer	2	(32)	2,880.00
Surveyor	35	(30)	63,600.00
Cartographer II	9	(28)	15,720.00
Computer II	68	(28)	107,280.00
Senior Bill Collector	1	(27)	1,440.00
Senior Stenographer	1	(27)	1,440.00
Cartographer I	45	(26)	68,520.00
Surveyman	82	(26)	120,960.00
Instrumentman	3	(26)	4,680.00
Stenographer	7	(25)	10,320.00
Computer I	33	(25)	50,640.00
Clerk II	12	(25)	18,240.00
Bill Collector	10	(24)	14,400.00
Cash Clerk	4	(24)	5,760.00
Tracer	8	(23)	12,360.00
Cartographer Aide II	1	(23)	1,680.00
Survey Aide II	91	(23)	131,760.00
Clerk I	50	(23)	72,600.00
Storekeeper I	2	(23)	2,880.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Security Guard	1	(22)	1,440.00
Clerical Aide	11	(18)	15,840.00
Survey Aide I	15	(15)	21,600.00
Janitor	<u>5</u>	(14)	<u>7,200.00</u>
Total Permanent Positions-Salary (General Fund)	617		₱1,068,780.00
Lump Sum for Wages of Emergency Laborers			<u>1,309,990.00</u>
Total for General Fund, Project 1			<u>₱2,378,770.00</u>

(PUBLIC LAND SURVEY AND SUBDIVISION FUND, R. A. 310)

Supervising Surveyor II	6	(42)	₱ 18,540.00
Supervising Surveyor I	8	(35)	17,520.00
Surveyor	32	(30)	53,760.00
Computer II	5	(28)	8,760.00
Cartographer I	9	(26)	14,880.00
Surveyman	1	(26)	1,440.00
Clerk II	1	(25)	1,560.00
Stenographer	1	(25)	1,560.00
Computer I	2	(25)	3,000.00
Clerk I	3	(23)	4,440.00
Survey Aide II	<u>3</u>	(23)	<u>4,320.00</u>
Total Permanent Positions-Salary (PLSS. R. A. 310)	71		₱ 129,780.00
Lump Sum for Wages of Emergency Laborers			<u>61,000.00</u>
Total for R.A. 310, Project 1			<u>₱ 190,780.00</u>

(PLSS. R. A. 1305 (BOND FUND))

Supervising Surveyor II	13	(42)	₱ 42,360.00
Supervising Surveyor I	10	(35)	33,000.00
Surveyor	6	(30)	16,560.00
Computer II	6	(28)	14,400.00
Cartographer II	3	(28)	7,200.00
Computer I	6	(25)	12,960.00
Clerk I	6	(23)	10,080.00
Survey Aide II	24	(23)	40,320.00
Survey Aide I	48	(15)	69,120.00
Janitor	<u>3</u>	(14)	<u>4,320.00</u>
Total Permanent Positions-Salary (R.A. 1305 Bond Fund)	125		₱ 250,320.00
Lump Sum for Wages of Emergency Laborers			<u>150,000.00</u>
Total for R. A. 1305, Project 1			<u>₱ 400,320.00</u>
TOTAL PERMANENT POSITIONS-SALARY	<u>813</u>		₱1,448,880.00
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>1,520,990.00</u>
TOTAL SALARIES AND WAGES (PROJECT 1)			<u>₱2,969,870.00</u>

	<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Project 2:	<u>Cadastral Surveys</u>			
	(CADASTRAL SURVEY FUND, ACT 3077)			
	FIELD SERVICES STAFF			
	Supervising Surveyor II	4	(42)	₱ 12,480.00
	Land Officer	1	(39)	3,120.00
	Supervising Surveyor I	19	(35)	44,100.00
	Surveyor	18	(30)	30,240.00
	Computer II	16	(28)	23,040.00
	Cartographer I	21	(26)	30,240.00
	Surveyman	2	(26)	2,880.00
	Computer I	3	(25)	4,320.00
	Clerk I	7	(23)	10,080.00
	Survey Aide II	20	(23)	28,800.00
	Survey Aide I	31	(15)	46,080.00
	Janitor	<u>3</u>	(14)	<u>4,320.00</u>
	Total Permanent Positions-Salary (Act 3077)	145		₱ 239,700.00
	Lump Sum for Wages of Emergency Laborers			<u>107,000.00</u>
	Total for Act 3077, Project 2			<u>₱ 346,700.00</u>
	(CADASTRAL SURVEY FUND R. A. 1395 (BOND FUND))			
	Supervising Surveyor II	10	(42)	₱ 38,100.00
	Lump Sum for Wages of Emergency Laborers			180,000.00
	Total for R. A. 1395, Project 2			<u>₱ 218,100.00</u>
	TOTAL PERMANENT POSITIONS-SALARY	<u>155</u>		₱ 277,800.00
	LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>287,000.00</u>
	TOTAL SALARIES AND WAGES (PROJECT 2)			<u>₱ 564,800.00</u>
Project 3:	<u>Verification of Surveys</u>			
	SURVEY DIVISION			
	(GENERAL FUND)			
	<u>Office of the Chief</u>			
	Chief of Surveys (Division Chief)		(55)	₱ 6,000.00
	Supervising Surveyor IV		(50)	18,900.00
	Supervising Surveyor III		(45)	3,120.00
	Head Cartographer	2	(42)	₱ 7,200.00
	Head Computer	1	(39)	3,720.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Supervising Clerk I	1	(30)	3,300.00
Senior Clerk	1	(27)	2,940.00
Clerk II	1	(25)	1,800.00
Stenographer	1	(25)	1,440.00
Clerk I	2	(23)	2,880.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>16</u>		<u>₱ 52,740.00</u>

Cadastral Surveys Section

Supervising Cartographer	1	(40)	₱ 2,760.00
Senior Cartographer	1	(32)	1,920.00
Computer II	5	(28)	8,520.00
Cartographer II	3	(28)	4,320.00
Cartographer I	3	(26)	4,560.00
Tracer	1	(23)	1,440.00
Clerk I	4	(23)	6,000.00
Clerical Aids	<u>1</u>	(18)	<u>1,440.00</u>
	<u>19</u>		<u>₱ 30,960.00</u>

Public Land Subdivision Survey Section

Supervising Surveyor III (Section Chief)	1	(45)	₱ 4,200.00
Supervising Clerk II	1	(33)	2,580.00
Supervising Computer	3	(32)	6,960.00
Senior Cartographer	2	(32)	4,800.00
Cartographer II	8	(28)	16,800.00
Computer II	42	(28)	78,840.00
Cartographer I	11	(26)	18,240.00
Stenographer	1	(25)	1,680.00
Computer I	4	(25)	6,720.00
Precision Instrument Technician I	1	(24)	1,440.00
Cartographer Aide II	1	(23)	1,680.00
Clerk I	5	(23)	7,200.00
Tracer	10	(23)	15,840.00
Clerical Aide	<u>3</u>	(18)	<u>4,800.00</u>
	<u>93</u>		<u>₱ 171,780.00</u>

Isolated Surveys Section

Head Computer (Section Chief)	1	(39)	₱ 3,480.00
Supervising Computer	1	(32)	2,400.00
Senior Cartographer	2	(32)	5,700.00
Computer II	20	(28)	₱ 35,280.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Cartographer II	11	(28)	20,580.00
Senior Clerk	1	(27)	2,160.00
Cartographer I	2	(26)	3,120.00
Computer I	4	(25)	6,240.00
Tracer	1	(23)	1,680.00
Clerk I	4	(23)	5,760.00
Clerical Aide	1	(18)	1,440.00
	<u>48</u>		<u>₱ 87,840.00</u>
<u>Surveys Control Section</u>			
Head Computer (Section Chief)	1	(39)	₱ 3,300.00
Geodetic Computer	1	(32)	1,440.00
Supervising Computer	2	(32)	3,840.00
Computer II	4	(28)	5,760.00
Cartographer I	1	(26)	1,680.00
Computer I	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
	<u>11</u>		<u>₱ 18,900.00</u>
<u>Survey and Map Projection Section</u>			
Senior Cartographer (Section Chief)	1	(32)	₱ 2,580.00
Cartographer II	6	(28)	10,440.00
Cartographer I	14	(26)	21,240.00
Computer I	1	(25)	1,440.00
Stenographer	1	(25)	1,440.00
Clerk I	2	(23)	3,120.00
Tracer	1	(23)	1,440.00
	<u>26</u>		<u>₱ 41,700.00</u>
<u>Electronic Computation Section</u>			
Chief, Tabulating Equipment Operator (Section Chief)	1	(40)	₱ 2,760.00
Geodetic Computer	3	(32)	5,400.00
Tabulating Equipment Operator II	6	(30)	9,840.00
Computer II	2	(28)	3,360.00
Cartographer I	1	(26)	1,440.00
Key Punch Operator	16	(25)	24,480.00
Computer I	5	(25)	7,680.00
Precision Instrument Technician I	2	(24)	2,880.00
Clerk I	2	(23)	2,880.00
	<u>38</u>		<u>₱ 60,720.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Calculating Machine Computation Section</u>			
Head Computer (Section Chief)	1	(39)	₱ 2,760.00
Supervising Computer	2	(32)	4,260.00
Computer II	40	(28)	61,920.00
Computer I	6	(25)	8,880.00
Clerk I	1	(23)	1,440.00
Mechanic I	3	(22)	4,320.00
	<u>53</u>		<u>₱ 83,580.00</u>
<u>Reproduction Section</u>			
Photocopy Supervisor (Section Chief)	1	(31)	₱ 3,120.00
Cartographer I	1	(26)	1,680.00
Microfilm Machine Operator	2	(25)	3,960.00
Photostat Machine Operator	4	(23)	6,720.00
Senior Blueprint Machine Operator	2	(27)	4,440.00
Blueprint Machine Operator	4	(23)	6,960.00
Clerk I	1	(23)	1,440.00
Blueprint Machine Operator Helper	2	(18)	2,880.00
	<u>17</u>		<u>₱ 31,200.00</u>
<u>Technical Standards Section</u>			
Management Analyst II (Section Chief)	1	(39)	₱ 3,300.00
Junior Management Analyst	2	(30)	5,160.00
Information Writer	1	(27)	2,580.00
Senior Clerk	1	(27)	2,160.00
Clerk I	1	(23)	1,440.00
	<u>6</u>		<u>₱ 14,640.00</u>
<u>Technical Reference Section</u>			
Supervising Clerk II (Section Chief)	1	(33)	₱ 3,120.00
Supervising Clerk I	1	(30)	2,160.00
Senior Clerk	2	(27)	3,360.00
Clerk II	3	(25)	4,560.00
Clerk I	3	(23)	4,560.00
	<u>10</u>		<u>₱ 17,760.00</u>
<u>Survey Production Statistics Section</u>			
Senior Statistician (Section Chief)	1	(41)	₱ 3,960.00
Senior Clerk	1	(27)	2,160.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerk II	6	(25)	₱ 11,280.00
Clerk I	13	(23)	20,160.00
Clerical Aide	<u>2</u>	(18)	2,880.00
	<u>23</u>		₱ 40,440.00
Total Permanent Positions-Salary (General Fund)	360		₱ 652,260.00
Lump Sum for Wages of Emergency Laborers			32,400.00
Total for General Fund, Project 3			<u>₱ 684,660.00</u>

(PUBLIC LAND SURVEY AND SUBDIVISION FUND, R. A. 310)

SURVEY DIVISION

Office of the Chief

Supervising Surveyor I	1	(35)	₱ 2,160.00
Computer II	2	(28)	3,600.00
Stenographer	2	(25)	2,880.00
Computer I	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>8</u>		<u>₱ 12,960.00</u>

Cadastral Surveys Section

Supervising Computer	1	(32)	₱ 3,120.00
Cartographer II	1	(28)	2,160.00
Cartographer I	1	(26)	1,440.00
Computer I	1	(25)	1,440.00
Tracer	<u>1</u>	(23)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 9,600.00</u>

Public Land Subdivision Survey Section

Supervising Computer	1	(32)	₱ 2,160.00
Senior Cartographer	1	(32)	2,400.00
Cartographer II	1	(28)	2,160.00
Computer II	1	(28)	1,440.00
Tracer	<u>2</u>	(23)	<u>2,880.00</u>
	<u>6</u>		<u>11,040.00</u>

Isolated Surveys Section

Supervising Computer	2	(32)	₱ 4,980.00
Cartographer II	3	(28)	5,040.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Computer II	3	(28)	5,280.00
Cartographer I	4	(26)	5,760.00
Clerk I	1	(23)	1,440.00
Tracer	1	(23)	1,440.00
	<u>14</u>		<u>₱ 23,940.00</u>
<u>Survey Control Section</u>			
Geodetic Computer	<u>1</u>	(32)	<u>₱ 1,920.00</u>
<u>Survey and Map Projection Section</u>			
Senior Cartographer	3	(32)	₱ 6,600.00
Cartographer I	5	(26)	7,200.00
Clerk I	1	(23)	1,440.00
Clerical Aide	1	(18)	1,440.00
	<u>10</u>		<u>₱ 16,680.00</u>
<u>Electronic Computation Section</u>			
Computer I	<u>1</u>	(25)	<u>₱ 1,560.00</u>
<u>Calculating Machine Computation Section</u>			
Computer II	<u>1</u>	(28)	<u>₱ 1,920.00</u>
<u>Reproduction Section</u>			
Photostat Machine Operator	<u>1</u>	(23)	<u>₱ 1,440.00</u>
<u>Technical Standards Section</u>			
Computer II	<u>1</u>	(28)	<u>₱ 2,400.00</u>
<u>Survey Production Statistics Section</u>			
Senior Clerk	1	(27)	₱ 2,160.00
Clerk II	1	(25)	2,160.00
Clerk I	1	(23)	1,440.00
Clerical Aide	1	(18)	1,440.00
	<u>4</u>		<u>₱ 7,200.00</u>
Total Permanent Positions-Salary (R.A. 310)	<u>52</u>		<u>₱ 90,660.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
(CADASTRAL SURVEY FUND, ACT 3077)			
SURVEY DIVISION			
<u>Cadastral Surveys Section</u>			
Computer II	11	(28)	₱ 16,440.00
Cartographer II	1	(28)	1,440.00
Cartographer I	1	(26)	1,440.00
Computer I	8	(25)	11,520.00
Clerk I	1	(23)	1,440.00
Tracer	2	(23)	3,120.00
	<u>24</u>		<u>₱ 35,400.00</u>
<u>Isolated Surveys Section</u>			
Cartographer II	<u>1</u>	(28)	<u>₱ 1,440.00</u>
<u>Survey and Map Projection Section</u>			
Cartographer I	3	(26)	₱ 4,320.00
Computer I	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 7,200.00</u>
<u>Electronic Computation Section</u>			
Key Punch Operator	<u>1</u>	(25)	<u>₱ 1,920.00</u>
<u>Calculating Machine Computation Section</u>			
Computer II	2	(28)	₱ 2,880.00
Computer I	<u>1</u>	(25)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 4,320.00</u>
<u>Technical Reference Section</u>			
Computer I	<u>1</u>	(25)	<u>₱ 1,440.00</u>
Total Permanent Positions-Salary (Act 3077)	<u>35</u>		<u>₱ 51,720.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
(PLSS, REPUBLIC ACT 1305 (BOND FUND))			
SURVEYS DIVISION			
<u>Cadastral Surveys Section</u>			
Head Computer	<u>1</u>	(39)	<u>₱ 4,200.00</u>
<u>Public Land Sub-division Survey Section</u>			
Head Computer	1	(39)	₱ 4,200.00
Computer I	10	(25)	16,800.00
Clerk I	<u>2</u>	(23)	<u>3,600.00</u>
	<u>13</u>		<u>₱ 24,600.00</u>
<u>Isolated Surveys Section</u>			
Cartographer I	<u>4</u>	(26)	<u>₱ 6,720.00</u>
<u>Survey Control Section</u>			
Geodetic Computer	2	(32)	₱ 6,600.00
Clerk I	<u>2</u>	(23)	<u>3,600.00</u>
	<u>4</u>		<u>₱ 10,200.00</u>
<u>Electronic Computation Section</u>			
Clerk I	<u>2</u>	(23)	<u>₱ 3,600.00</u>
<u>Calculating Machine Computation Section</u>			
Clerk I	<u>2</u>	(23)	<u>₱ 3,600.00</u>
Total Permanent Positions-Salary (R.A. 1305)	<u>26</u>		<u>₱ 52,920.00</u>
(CADASTRAL SURVEY FUND, R.A. 1395 (BOND FUND))			

SURVEY DIVISION

Cadastral Surveys Section

Head Computer	1	(39)	₱ 4,200.00
Geodetic Computer	2	(32)	6,600.00
Cartographer I	4	(26)	6,720.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Computer I	10	(25)	16,800.00
Clerk I	<u>4</u>	(23)	<u>7,200.00</u>
	<u>21</u>		<u>₱ 41,520.00</u>
<u>Survey and Map Projection Section</u>			
Head Cartographer	<u>1</u>	(42)	<u>₱ 4,200.00</u>
<u>Technical Standards Section</u>			
Clerk I	<u>2</u>	(23)	<u>₱ 3,600.00</u>
<u>Technical Reference Section</u>			
Clerk I	<u>2</u>	(23)	<u>₱ 3,600.00</u>
Total Permanent Positions-Salary (R. A. 1395)	<u>26</u>		<u>₱ 52,920.00</u>
TOTAL PERMANENT POSITIONS-SALARY	<u>499</u>		<u>₱ 900,480.00</u>
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>32,400.00</u>
TOTAL SALARIES AND WAGES (PROJECT 3)			<u>₱ 932,880.00</u>
Project 4: <u>Geodetic Control Surveys</u>			
(PLSS, REPUBLIC ACT 1305 (BOND FUND))			
FIELD SERVICES STAFF			
Supervising Surveyor II	3	(42)	₱ 11,880.00
Supervising Surveyor I	9	(35)	32,040.00
Surveyor	6	(30)	18,720.00
Survey Aide	<u>30</u>	(23)	<u>50,400.00</u>
Total Permanent Positions-Salary (R. A. 1305)	<u>48</u>		<u>₱ 113,040.00</u>
Lump Sum for Wages of Emergency Laborers			<u>86,400.00</u>
Total for R.A. 1305, Project 4			<u>₱ 199,440.00</u>
(CADASTRAL SURVEY FUND, R.A. 1395 (BOND FUND))			
Supervising Surveyor II	3	(42)	₱ 11,880.00
Supervising Surveyor I	9	(35)	32,040.00
Surveyor	6	(30)	18,720.00
Survey Aide II	<u>36</u>	(23)	<u>60,480.00</u>
Total Permanent Positions-Salary (R. A. 1395)	<u>54</u>		<u>₱ 123,120.00</u>
Lump Sum for Wages of Emergency Laborers			<u>108,000.00</u>
Total for R.A. 1395, Project 4			<u>₱ 231,120.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
TOTAL PERMANENT POSITIONS-SALARY	<u>102</u>		₱ 236,160.00
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>194,400.00</u>
TOTAL SALARIES AND WAGES (PROJECT 4)			<u>₱ 430,560.00</u>

Project 5: Reconstruction of Maps and Plans

(GENERAL FUND)

SURVEY DIVISION

Office of the Chief

Supervising Surveyor III	1	(45)	₱ 4,200.00
Administrative Assistant I	<u>1</u>	(35)	<u>3,480.00</u>
	<u>2</u>		<u>₱ 7,680.00</u>

Cadastral Surveys Section

Supervising Computer	1	(32)	₱ 2,580.00
Computer II	4	(28)	5,760.00
Cartographer II	1	(28)	1,440.00
Cartographer I	<u>2</u>	(26)	<u>2,880.00</u>
	<u>8</u>		<u>₱ 12,660.00</u>

Public Land Subdivision Survey Section

Computer II	2	(28)	₱ 3,240.00
Cartographer I	4	(26)	7,200.00
Clerk I	1	(23)	1,440.00
Tracer	<u>1</u>	(23)	<u>1,440.00</u>
	<u>8</u>		<u>₱ 13,320.00</u>

Isolated Surveys Section

Cartographer	2	(28)	₱ 4,560.00
Computer II	2	(28)	3,600.00
Cartographer I	3	(26)	4,800.00
Computer I	1	(25)	1,440.00
Clerk II	1	(25)	1,680.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>10</u>		<u>₱ 17,520.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Survey Reconstruction Section</u>			
Supervising Computer	2	(32)	₱ 6,300.00
Cartographer II	6	(28)	9,360.00
Computer II	18	(28)	28,680.00
Senior Clerk	1	(27)	1,680.00
Cartographer I	19	(26)	29,880.00
Computer I	13	(25)	18,720.00
Clerk II	1	(25)	1,440.00
Tracer	6	(23)	9,360.00
Clerk I	3	(23)	4,320.00
Cartographer Aide I	1	(19)	1,440.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>71</u>		<u>₱ 112,620.00</u>
<u>Survey and Map Projection Section</u>			
Cartographer II	3	(28)	₱ 4,560.00
Computer II	1	(28)	1,680.00
Cartographer II	5	(26)	7,440.00
Tracer	<u>1</u>	(23)	<u>1,680.00</u>
	<u>10</u>		<u>₱ 15,360.00</u>
<u>Electronic Computation Section</u>			
Tabulating Equipment Operator II	1	(30)	₱ 1,440.00
Key Punch Operator	<u>1</u>	(25)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 2,880.00</u>
<u>Calculating Machine Computation Section</u>			
Supervising Computer	1	(32)	₱ 1,680.00
Computer II	<u>6</u>	(28)	<u>9,840.00</u>
	<u>7</u>		<u>₱ 11,520.00</u>
<u>Technical Reference Section</u>			
Cartographer II	2	(28)	₱ 3,360.00
Cartographer I	4	(26)	5,760.00
Tracer	<u>1</u>	(23)	<u>1,440.00</u>
	<u>7</u>		<u>₱ 10,560.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Survey Production Statistics Section</u>			
Statistician	1	(33)	₱ 2,160.00
Senior Clerk	1	(27)	2,160.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>3</u>		<u>5,760.00</u>
Total Permanent Positions-Salary (General Fund)	<u>128</u>		₱ 209,880.00
Lump Sum for Wages of Emergency Laborers			<u>24,000.00</u>
Total General Fund, Project 5			<u>₱ 233,880.00</u>
(PUBLIC LAND SURVEY AND SUBDIVISION FUND, R.A. 310)			
<u>Public Land Subdivision Surveys Section</u>			
Clerk I	1	(23)	₱ 1,440.00
Tracer	2	(23)	2,880.00
Cartographer Aide II	<u>1</u>	(23)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 5,760.00</u>
<u>Survey Reconstruction Section</u>			
Cartographer II	3	(28)	₱ 5,400.00
Computer II	2	(28)	2,880.00
Senior Clerk	1	(27)	2,400.00
Cartographer I	5	(26)	7,200.00
Computer I	2	(25)	2,880.00
Tracer	1	(23)	1,440.00
Clerical Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>16</u>		<u>₱ 25,080.00</u>
<u>Survey and Map Projection Section</u>			
Cartographer I	<u>1</u>	(26)	<u>₱ 1,440.00</u>
<u>Technical Reference Section</u>			
Cartographer I	<u>1</u>	(26)	<u>₱ 1,440.00</u>
<u>Survey Production Statistics Section</u>			
Clerical Aide	<u>1</u>	(18)	<u>₱ 1,440.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Isolated Surveys Section</u>			
Cartographer I	<u>1</u>	(26)	<u>₱ 1,440.00</u>
Total R.A. 310, Project 5	<u>24</u>		<u>₱ 36,600.00</u>
(CADASTRAL SURVEY FUND, ACT 3077)			
<u>Survey Reconstruction Section</u>			
Computer I	1	(25)	₱ 1,440.00
Cartographer Aide II	1	(23)	1,440.00
Tracer	<u>1</u>	(23)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 4,320.00</u>
<u>Survey and Map Projection Section</u>			
Cartographer I	<u>1</u>	(26)	<u>₱ 1,440.00</u>
<u>Survey Production Statistics Section</u>			
Clerk I	<u>3</u>	(23)	<u>₱ 4,320.00</u>
<u>Technical Standards Section</u>			
Computer I	<u>1</u>	(25)	<u>₱ 1,440.00</u>
Total Act 3077, Project 5	<u>8</u>		<u>₱ 11,520.00</u>
TOTAL PERMANENT POSITIONS-SALARY	<u>160</u>		<u>₱258,000.00</u>
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>24,000.00</u>
TOTAL SALARIES AND WAGES (PROJECT 5)			<u>₱282,000.00</u>
SUMMARY FOR PROGRAM I			
TOTAL PERMANENT POSITIONS-SALARY	<u>1729</u>		<u>₱3,121,320.00</u>
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>2,058,790.00</u>
GRAND TOTAL-SALARIES AND WAGES			<u>₱5,180,110.00</u>

PROGRAM II: ADMINISTRATION AND DISPOSITION OF LANDS

Project 1: Administration and Disposition of Public Lands

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
LAND MANAGEMENT DIVISION			
<u>Office of the Chief</u>			
Land Management Division Chief	1	(55)	₱ 6,000.00
Land Management Assistant Division Chief	1	(49)	5,100.00
Supervising Land Examiner III	4	(39)	15,120.00
Supervising Land Examiner II	1	(37)	3,720.00
Statistician I	1	(33)	3,120.00
Land Examiner	12	(31)	22,620.00
Land Investigator	1	(31)	2,400.00
Supervising Clerk I	1	(30)	1,680.00
Senior Clerk	1	(27)	1,920.00
Clerk II	2	(25)	3,360.00
Stenographer	3	(25)	4,920.00
Statistical Aide	1	(25)	1,440.00
Clerk I	22	(23)	32,880.00
Clerical Aide	<u>3</u>	(18)	<u>4,320.00</u>
	<u>54</u>		<u>₱ 108,600.00</u>
<u>Homestead and Free Patent Section</u>			
Supervising Land Examiner I	1	(35)	₱ 3,720.00
Senior Land Examiner	2	(33)	4,320.00
Land Examiner	10	(31)	16,920.00
Land Investigator	3	(31)	5,400.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>17</u>		<u>₱ 31,800.00</u>
<u>Sales and Leases Section</u>			
Supervising Land Examiner II	1	(37)	₱ 4,200.00
Senior Land Examiner	3	(33)	8,160.00
Land Examiner	11	(31)	19,740.00
Land Investigator	1	(31)	1,680.00
Homesite Sales Officer	1	(29)	1,440.00
Clerk II	1	(25)	2,160.00
Clerk I	2	(23)	2,880.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>21</u>		<u>₱ 41,700.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Patents and Deeds Section</u>			
Supervising Land Examiner I	1	(35)	₱ 3,120.00
Senior Land Examiner	2	(33)	4,920.00
Land Examiner	6	(31)	10,800.00
Supervising Clerk I	1	(30)	2,280.00
Computer II	2	(28)	3,600.00
Clerk II	6	(25)	10,200.00
Clerk I	18	(23)	26,280.00
Clerical Aide	1	(18)	1,440.00
	<u>37</u>		<u>₱ 62,640.00</u>
FIELD SERVICES STAFF			
Land Officer	18	(39)	P 55,320.00
Legal Officer II	1	(37)	3,720.00
Supervising Computer	1	(32)	1,680.00
Land Investigator	164	(31)	287,940.00
Land Examiner	3	(31)	4,440.00
Senior Clerk	2	(27)	3,960.00
Land Inspector	62	(26)	92,400.00
Computer I	1	(25)	1,680.00
Stenographer	1	(25)	1,440.00
Clerk II	1	(25)	1,560.00
Clerk I	4	(23)	6,240.00
	<u>258</u>		<u>₱ 460,380.00</u>
Total Permanent Positions-Salary, General Fund	<u>387</u>		<u>₱ 705,120.00</u>
Lump Sum for Wages of Emergency Laborers			<u>6,000.00</u>
Total Salaries and Wages			<u>₱ 711,120.00</u>

(PUBLIC LANDS SURVEY AND SUB-DIVISION R.A. 310)

LAND MANAGEMENT DIVISION

Office of the Chief

Land Examiner	5	(31)	₱ 10,080.00
Clerk II	2	(25)	3,720.00
Stenographer	1	(25)	₱ 1,440.00
Clerk I	12	(23)	17,280.00
Clerical Aide	2	(18)	2,880.00
	<u>22</u>		<u>₱ 35,400.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Homestead and Free Patent Section</u>			
Supervising Land Examiner II	1	(37)	P 4,200.00
Land Examiner	3	(31)	4,320.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>5</u>		<u>P 9,960.00</u>
<u>Sales and Leases Section</u>			
Supervising Land Examiner I	1	(35)	P 2,400.00
Land Examiner	5	(31)	9,480.00
Clerk I	3	(23)	4,320.00
Clerical Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>11</u>		<u>P 19,080.00</u>
<u>Patents and Deeds Section</u>			
Supervising Land Examiner II	1	(37)	₱ 3,960.00
Senior Land Examiner I	1	(33)	2,160.00
Land Examiner	4	(31)	6,240.00
Land Investigator	1	(31)	1,440.00
Senior Clerk	1	(27)	2,160.00
Cartographer I	2	(26)	2,880.00
Stenographer	1	(25)	1,440.00
Clerk I	10	(23)	14,400.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>22</u>		<u>₱ 36,120.00</u>
FIELD SERVICES STAFF			
Land Officer	2	(39)	₱ 4,680.00
Land Examiner	4	(31)	7,320.00
Land Investigator	42	(31)	72,600.00
Senior Stenographer	1	(27)	1,440.00
Land Inspector	11	(26)	16,440.00
Cartographer I	1	(26)	1,440.00
Computer I	1	(25)	1,440.00
Cash Clerk	1	(24)	1,920.00
Clerk I	<u>4</u>	(23)	<u>5,880.00</u>
	<u>67</u>		<u>₱ 113,160.00</u>
Total Permanent Positions-Salary, PLSS R. A. 310	<u>127</u>		<u>₱ 213,720.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
(PLSS, R. A. 1305 (BOND FUND))			
LAND MANAGEMENT DIVISION			
<u>Office of the Chief</u>			
Supervising Land Examiner III	1	(39)	₱ 4,200.00
Land Examiner	1	(31)	2,400.00
Clerk II	1	(25)	1,920.00
Stenographer	1	(25)	1,800.00
	<u>4</u>		<u>₱ 10,320.00</u>
<u>Homestead and Free Patent Section</u>			
Land Examiner	1	(31)	₱ 2,400.00
Stenographer	3	(25)	5,400.00
	<u>4</u>		<u>₱ 7,800.00</u>
<u>Sales and Leases Section</u>			
Land Examiner	1	(31)	₱ 2,400.00
Stenographer	3	(25)	5,400.00
	<u>4</u>		<u>₱ 7,800.00</u>
<u>Patents and Deeds Section</u>			
Stenographer	3	(25)	₱ 5,400.00
FIELD SERVICES STAFF			
Land Investigator	80	(31)	₱ 184,500.00
Land Inspector	50	(26)	90,000.00
	<u>130</u>		<u>₱ 274,500.00</u>
Total Permanent Positions-Salary, PLSS R. A. 1305	<u>145</u>		<u>₱ 305,820.00</u>
(CADASTRAL SURVEY FUND R.A. 1395, BOND FUND)			
FIELD SERVICES STAFF			
Land Investigator	20	(31)	₱ 43,200.00
Total Permanent Positions-Salary, R.A. 1395	<u>20</u>		<u>₱ 43,200.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
TOTAL PERMANENT POSITIONS-SALARY	<u>679</u>		₱ 1,267,860.00
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>6,000.00</u>
TOTAL SALARIES AND WAGES (PROJECT 1)			<u>₱ 1,273,860.00</u>

Project 2: Administration and Disposition of Acquired Lands

(GENERAL FUND)

LAND MANAGEMENT DIVISION

Office of the Chief

Land Examiner	<u>1</u>	(31)	₱ <u>2,040.00</u>
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FIELD SERVICES STAFF

Land Investigator	<u>1</u>	(31)	₱ <u>1,680.00</u>
Total Permanent Positions-Salary, General Fund	<u>2</u>		₱ <u>3,720.00</u>

(PLSS, R. A. 310)

LAND MANAGEMENT DIVISION

Office of the Chief

Clerk I	<u>1</u>	(23)	₱ <u>1,440.00</u>
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Sales and Leases Section

Homesite Sales Officer	<u>1</u>	(29)	₱ <u>2,280.00</u>
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FIELD SERVICES STAFF

Homesite Sales Officer	<u>1</u>	(29)	₱ <u>1,440.00</u>
Cartographer I	<u>1</u>	(26)	<u>1,440.00</u>
	<u>2</u>		₱ <u>2,880.00</u>
Total Permanent Positions-Salary, PLSS, R. A. 310	<u>4</u>		₱ <u>6,600.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
(SAN LAZARO ESTATE FUND)			
LAND MANAGEMENT DIVISION			
<u>Homestead and Free Patent Section</u>			
Senior Land Examiner	<u>1</u>	(33)	<u>₱ 3,120.00</u>
<u>Patents and Deeds Section</u>			
Land Examiner	<u>1</u>	(31)	<u>₱ 2,160.00</u>
Total Permanent Positions-Salary, San Lazaro Estate	<u>2</u>		<u>₱ 5,280.00</u>
(FRIAR LANDS ESTATE FUND)			
LAND MANAGEMENT DIVISION			
<u>Office of the Chief</u>			
Clerk I	<u>1</u>	(23)	<u>₱ 1,440.00</u>
<u>Sales and Leases Section</u>			
Land Investigator	<u>1</u>	(31)	<u>₱ 1,680.00</u>
FIELD SERVICES STAFF			
Land Investigator	1	(31)	₱ 2,160.00
Homesite Sales Officer	1	(29)	1,560.00
Disbursing Officer	1	(29)	₱ 1,680.00
Clerk II	2	(25)	2,880.00
Cash Clerk	1	(24)	1,440.00
Clerk I	<u>5</u>	(23)	<u>7,200.00</u>
	<u>11</u>		<u>₱ 16,920.00</u>
Total Permanent Positions-Salary, Friar Lands Estate	<u>13</u>		<u>₱ 20,040.00</u>
Lump Sum for Wages of Emergency Laborers			<u>₱ 24,000.00</u>
Total Salaries and Wages, Friar Lands Estate			<u>₱ 44,040.00</u>
GRAND TOTAL ALL FUNDS FOR PROJECT 2	<u>21</u>		<u>₱ 59,640.00</u>
TOTAL PERMANENT POSITIONS-SALARY	<u>21</u>		<u>₱ 35,640.00</u>
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>₱ 24,000.00</u>
TOTAL SALARIES AND WAGES (PROJECT 2)			<u>₱ 59,640.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
SUMMARY FOR PROGRAM II			
TOTAL PERMANENT POSITIONS-SALARY	<u>700</u>		<u>₱1,303,500.00</u>
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>30,000.00</u>
GRAND TOTAL-SALARIES AND WAGES PROGRAM (PROGRAM III)			<u>₱1,333,500.00</u>

PROGRAM III GENERAL ADMINISTRATION AND STAFF SERVICES

Project 1: Legal Services

(GENERAL FUND)

LEGAL DIVISION

Office of the Chief

Chief Legal Officer	1	(50)	₱ 6,000.00
Assistant Chief Legal Officer	1	(47)	5,400.00
Clerk I	<u>2</u>	(23)	<u>3,480.00</u>
	<u>4</u>		<u>₱ 14,880.00</u>

Legislative and Research Section

Trial Attorney II	1	(41)	₱ 4,800.00
Supervising Clerk I	1	(30)	2,400.00
Cartographer II	1	(28)	1,440.00
Clerk II	1	(25)	2,160.00
Stenographer	1	(25)	1,440.00
Clerk	<u>6</u>	(23)	<u>8,640.00</u>
	<u>11</u>		<u>₱ 20,880.00</u>

Claims and Conflicts Section

Legal Officer II	18	(37)	₱ 41,820.00
Clerk I	<u>2</u>	(23)	<u>3,240.00</u>
	<u>20</u>		<u>₱ 45,060.00</u>

Land Registration Section

Legal Officer III	1	(41)	₱ 5,100.00
Trial Attorney II	7	(41)	29,580.00
Legal Officer II	<u>2</u>	(37)	<u>6,480.00</u>
	<u>10</u>		<u>₱ 41,160.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Investigation Section</u>			
Legal Officer III	1	(41)	₱ 4,800.00
Legal Aide II	3	(31)	4,560.00
Legal Aide I	1	(27)	1,440.00
Tracer	<u>1</u>	(23)	<u>1,440.00</u>
	<u>6</u>		<u>P 12,240.00</u>
Total Permanent Positions-Salary, General Fund	<u>51</u>		<u>P 134,220.00</u>

(PUBLIC LANDS SURVEY AND SUB-DIVISION FUND R.A. 310)

<u>Legislative and Research Section</u>			
Stenographer	1	(25)	₱ 1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 2,880.00</u>
<u>Claims and Conflicts Section</u>			
Legal Officer III	1	(41)	₱ 4,500.00
Legal Officer II	4	(37)	13,800.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>6</u>		<u>₱ 19,740.00</u>
<u>Land Registration Section</u>			
Legal Officer II	1	(37)	₱ 3,960.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 5,400.00</u>
<u>Investigation Section</u>			
Clerk II	1	(25)	₱ 1,440.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 2,880.00</u>
Total Permanent Positions-Salaries, R. A. 310	<u>12</u>		<u>₱ 30,900.00</u>

(PUBLIC LANDS SURVEY AND SUB-DIVISION R.A. 1305, BOND FUND)

<u>Office of the Chief</u>			
Senior Clerk	1	(27)	₱ 2,760.00
Stenographer	<u>1</u>	(25)	<u>2,040.00</u>
	<u>2</u>		<u>₱ 4,800.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Legislative and Research Section</u>			
Legal Officer II	3	(37)	₱ 7,740.00
Clerk I	<u>1</u>	(23)	<u>1,800.00</u>
	<u>4</u>		<u>₱ 9,540.00</u>
<u>Claims and Conflicts Section</u>			
Legal Officer II	2	(37)	₱ 5,520.00
Clerk I	<u>1</u>	(23)	<u>1,800.00</u>
	<u>3</u>		<u>₱ 7,320.00</u>
<u>Land Registration Section</u>			
Legal Officer I	2	(34)	₱ 5,160.00
Clerk II	1	(25)	2,400.00
Stenographer	1	(25)	2,040.00
Clerk I	<u>4</u>	(23)	<u>7,200.00</u>
	<u>8</u>		<u>₱ 16,800.00</u>
Total Permanent Positions-Salary (Act 1305)	<u>17</u>		<u>₱ 38,460.00</u>

(CADASTRAL SURVEY FUND, R. A. 1395, BOND FUND)

<u>Land Registration Section</u>			
Legal Officer II	<u>6</u>	(37)	<u>₱ 19,260.00</u>
Total Permanent Positions-Salary (Act 1395)	<u>6</u>		<u>₱ 19,260.00</u>
GRAND TOTAL FOR ALL FUNDS (Project 1)	<u>86</u>		<u>₱ 222,840.00</u>
TOTAL PERMANENT POSITIONS-SALARY (PROJECT 1)	<u>86</u>		<u>₱ 222,840.00</u>

Project 2: Records Administration

(GENERAL FUND)

RECORDS DIVISION

<u>Office of the Chief</u>			
Records Officer I (Division Chief)	1	(45)	₱ 5,100.00
Records Officer IV	1	(39)	4,500.00
Supervising Clerk II	1	(33)	2,760.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Supervising Clerk I	1	(30)	2,580.00
Clerical Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>6</u>		<u>P 17,820.00</u>
<u>General Records Section</u>			
Supervising Clerk II (Section Chief)	1	(33)	P 3,720.00
Supervising Clerk I	1	(30)	2,580.00
Senior Clerk	3	(27)	5,160.00
Clerk II	2	(25)	2,880.00
Clerk I	16	(23)	23,400.00
Clerical Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>25</u>		<u>P 40,620.00</u>
<u>Public Land Records Section</u>			
Supervising Clerk II (Section Chief)	1	(33)	P 2,760.00
Supervising Clerk I	1	(30)	3,720.00
Senior Clerk	10	(27)	16,800.00
Clerk II	9	(25)	13,080.00
Clerk I	<u>24</u>	(23)	<u>34,560.00</u>
	<u>45</u>		<u>P 70,920.00</u>
<u>Survey Records Section</u>			
Supervising Clerk II (Section Chief)	1	(33)	P 2,400.00
Senior Clerk	3	(27)	5,880.00
Clerk II	1	(25)	1,560.00
Clerk I	5	(23)	7,200.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>11</u>		<u>P 18,480.00</u>
Total Permanent Positions – Salary	<u>87</u>		<u>P 147,840.00</u>
Lump Sum for Wages of Emergency Laborers			<u>8,400.00</u>
Total for Salaries and Wages (General Fund)			<u>P 156,240.00</u>
(PUBLIC LANDS SURVEY AND SUB-DIVISION FUND, R.A 310)			
<u>Office of the Chief</u>			
Clerk I	<u>3</u>	(23)	<u>P 4,320.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>General Records Section</u>			
Clerk II	1	(25)	₱ 1,440.00
Clerk I	10	(23)	14,760.00
Photostat Machine Operator	1	(23)	1,440.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>13</u>		<u>₱ 19,080.00</u>
<u>Public Land Records Section</u>			
Clerk I	33	(23)	₱ 47,520.00
Clerical Aide	<u>3</u>	(18)	<u>4,320.00</u>
	<u>36</u>		<u>₱ 51,840.00</u>
<u>Survey Records Section</u>			
Clerk II	1	(25)	₱ 1,440.00
Clerk I	<u>16</u>	(23)	<u>23,040.00</u>
	<u>17</u>		<u>₱ 24,480.00</u>
Total Permanent Positions-Salary (R.A.310)	<u>69</u>		<u>₱ 99,720.00</u>

(PUBLIC LANDS SURVEY AND SUB-DIVISION R.A. 1305, BOND FUND)

<u>Office of the Chief</u>			
Stenographer	1	(25)	₱ 2,400.00
Clerk I	<u>2</u>	(23)	<u>3,600.00</u>
	<u>3</u>		<u>₱ 6,000.00</u>
<u>General Records Section</u>			
Supervising Clerk I	1	(30)	₱ 3,480.00
Clerk I	<u>2</u>	(23)	<u>3,600.00</u>
	<u>3</u>		<u>₱ 7,080.00</u>
<u>Public Land Records Section</u>			
Stenographer	1	(25)	₱ 1,800.00
Clerk I	<u>2</u>	(23)	<u>5,400.00</u>
	<u>3</u>		<u>₱ 7,200.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Survey Records Section</u>			
Clerk I	<u>8</u>	(23)	P 12,960.00
Total Permanent Positions-Salary	<u>18</u>		<u>P 33,240.00</u>
TOTAL PERMANENT POSITIONS-SALARY	<u>174</u>		<u>P 280,000.00</u>
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>8,400.00</u>
TOTAL SALARIES AND WAGES (Project 2)			<u>P 289,200.00</u>
Project 3: <u>General Administration</u>			
(GENERAL FUND)			
OFFICE OF THE DIRECTOR			
Director of Lands	1	(65)	P 7,200.00
Assistant Director of Lands	1	(58)	6,000.00
Administrative Assistant I	1	(35)	4,500.00
Secretary	1	(30)	2,940.00
Clerk I	2	(23)	4,320.00
Clerical Aide	2	(18)	2,880.00
Government Trainee	<u>53</u>	(14)	<u>76,320.00</u>
	<u>61</u>		<u>P 104,160.00</u>
BUDGET AND FISCAL DIVISION			
<u>Office of the Chief</u>			
Budget Officer IV (Division Chief)	1	(49)	P 6,000.00
Cartographer II	1	(28)	2,160.00
Senior Stenographer	1	(27)	2,760.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>4</u>		<u>P 12,360.00</u>
<u>Budget Section</u>			
Budget Officer I (Section Chief)	1	(39)	P 3,960.00
Budget Examiner I	<u>5</u>	(30)	<u>12,060.00</u>
	<u>6</u>		<u>P 16,020.00</u>
<u>Fiscal Section</u>			
Accounting Officer II (Section Chief)	1	(41)	P 4,200.00
Cashier III	1	(38)	3,720.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Bookkeeper I	1	(30)	2,760.00
Disbursing Officer	3	(29)	5,280.00
Accounting Clerk III	3	(28)	4,560.00
Senior Clerk	1	(27)	1,440.00
Senior Cash Clerk	2	(26)	3,240.00
Clerk II	8	(25)	12,720.00
Clerk I	8	(23)	12,000.00
	<u>28</u>		<u>₱ 49,920.00</u>
<u>Office Methods and Procedures Section</u>			
Management Analyst II (Section Chief)	1	(39)	₱ 4,200.00
Jr. Management Analyst	2	(30)	2,880.00
	<u>3</u>		<u>₱ 7,080.00</u>
ADMINISTRATIVE SERVICES DIVISION			
<u>Office of the Chief</u>			
Administrative Officer V (Division Chief)	1	(52)	₱ 6,000.00
Administrative Officer II	1	(45)	5,100.00
Senior Stenographer	1	(27)	2,400.00
Clerical Aide	1	(18)	1,440.00
	<u>4</u>		<u>₱ 14,940.00</u>
<u>Personnel Section</u>			
Personnel Officer II (Section Chief)	1	(43)	₱ 4,200.00
Senior Clinic Physician	1	(42)	3,720.00
Clinic Physician	2	(40)	6,120.00
Personnel Officer I	1	(37)	3,480.00
Training Officer I	1	(36)	2,400.00
Dentist I	1	(34)	2,400.00
Supervising Clerk II	1	(33)	2,580.00
Senior Personnel Aide	4	(30)	9,180.00
Records Officer I	1	(30)	2,400.00
Nurse	1	(28)	2,400.00
Senior Clerk	2	(27)	3,600.00
Personnel Aide	2	(25)	3,600.00
Stenographer	1	(25)	2,160.00
Clerk II	18	(25)	30,840.00
Illustrator I	1	(24)	₱ 1,440.00
Clerk I	11	(23)	15,840.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerical Aide	3	(18)	4,320.00
Janitor	<u>1</u>	(14)	<u>1,440.00</u>
	<u>53</u>		<u>₱ 102,120.00</u>
<u>Property and Supply Section</u>			
Supply Officer III (Section Chief)	1	(43)	₱ 3,720.00
Supply Officer II	1	(37)	2,760.00
Carpenter Foreman	1	(30)	1,800.00
Senior Storekeeper	3	(29)	5,520.00
Senior Carpenter	1	(25)	1,560.00
Clerk II	1	(25)	1,440.00
Shop Carpenter	1	(24)	1,440.00
Storekeeper I	1	(23)	1,440.00
Clerk I	6	(23)	9,960.00
Carpenter	4	(23)	5,760.00
Light Equipment Operator II	3	(20)	4,320.00
Clerical Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>25</u>		<u>₱ 42,600.00</u>
<u>General Services Section</u>			
Administrative Assistant II (Section Chief)	1	(37)	₱ 2,760.00
Supervising Offset Press Operator	1	(30)	1,920.00
Supervising Security Guard	1	(27)	2,400.00
Offset Press Operator	2	(26)	3,120.00
Head Janitor	1	(24)	2,400.00
Clerk I	1	(23)	1,440.00
Security Guard	4	(22)	6,120.00
Elevator Operator	1	(14)	1,440.00
Janitor	<u>8</u>	(14)	<u>11,520.00</u>
	<u>20</u>		<u>₱ 33,120.00</u>
<u>Public Relations and Reference Section</u>			
Supervising Information Officer I (Section Chief)	1	(40)	₱ 3,720.00
Information Editor II	1	(36)	2,760.00
Supervising Clerk I	1	(30)	2,580.00
Senior Clerk	2	(27)	4,440.00
Information Writer	2	(27)	3,120.00
Stenographer	1	(25)	₱ 1,800.00
Junior Librarian	1	(25)	1,440.00
Clerk II	<u>1</u>	(25)	<u>1,440.00</u>
	<u>10</u>		<u>₱ 21,300.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
FIELD SERVICES STAFF			
<u>Office of the Chief</u>			
Land Field Service Supervisor	1	(57)	₱ 6,000.00
Assistant Land Field Service Supervisor	1	(53)	6,000.00
Regional Land Officer	8	(51)	42,720.00
Supervising Surveyor IV	2	(50)	9,060.00
District Land Officer	20	(46)	80,400.00
Supervising Surveyor I	2	(35)	4,920.00
Senior Cartographer	1	(32)	2,580.00
Land Investigator	1	(31)	1,920.00
Cartographer II	1	(28)	1,560.00
Stenographer	4	(25)	7,800.00
Computer I	1	(25)	1,440.00
Bill Collector	1	(24)	1,440.00
Clerk I	8	(23)	11,520.00
Clerical Aide	1	(18)	1,440.00
	<u>52</u>		<u>₱ 178,800.00</u>
Total Permanent Positions-Salary	<u>226</u>		<u>₱ 582,420.00</u>
Lump Sum for Wages of Emergency Laborers			<u>71,300.00</u>
Total for General Fund, Project 5)			<u>₱ 653,720.00</u>

(PUBLIC LANDS SURVEY AND SUB-DIVISION FUND R.A. 310)

OFFICE OF THE DIRECTOR

Stenographer	1	(25)	₱ 1,440.00
Clerk I	1	(23)	1,440.00
Clerical Aide	1	(18)	1,440.00
	<u>3</u>		<u>₱ 4,320.00</u>

BUDGET AND FISCAL DIVISION

Budget Section

Budget Examiner I	1	(30)	₱ 2,400.00
Clerk I	1	(23)	1,440.00
	<u>2</u>		<u>₱ 3,840.00</u>

Fiscal Section

Supervising Clerk I	1	(30)	₱ 2,160.00
Disbursing Officer	1	(29)	1,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Accounting Clerk III	1	(28)	1,440.00
Senior Clerk	1	(27)	2,280.00
Clerk II	2	(25)	2,880.00
Cash Clerk	1	(24)	1,440.00
Clerk I	<u>7</u>	(23)	<u>10,320.00</u>
	<u>14</u>		<u>₱ 21,960.00</u>
<u>Office Methods and Procedures Section</u>			
Junior Management Analyst	<u>1</u>	(30)	<u>₱ 1,440.00</u>
ADMINISTRATIVE SERVICES DIVISION			
<u>Personnel Section</u>			
Clinic Physician	1	(40)	₱ 3,300.00
Dentist I	1	(34)	1,440.00
Stenographer	2	(25)	2,880.00
Clerk II	4	(25)	6,840.00
Clerk I	19	(23)	27,360.00
Clerical Aide	2	(18)	2,880.00
Medical Laboratory Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>30</u>		<u>₱ 46,140.00</u>
<u>Property and Supply Section</u>			
Clerk II	1	(25)	₱ 1,800.00
Mechanic II	1	(24)	1,440.00
Storekeeper I	1	(23)	1,440.00
Clerk I	5	(23)	7,200.00
Carpenter	6	(23)	8,640.00
Clerical Aide	3	(18)	4,320.00
Store Aide	<u>5</u>	(18)	<u>7,200.00</u>
	<u>22</u>		<u>₱ 32,040.00</u>
<u>General Services Section</u>			
Clerk I	1	(23)	₱ 1,440.00
Security Guard	3	(22)	4,320.00
Janitor	<u>7</u>	(14)	<u>10,080.00</u>
	<u>11</u>		<u>₱ 15,840.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Public Relations and Reference Section</u>			
Senior Clerk	1	(27)	₱ 1,440.00
Stenographer	1	(25)	1,440.00
Clerk II	1	(25)	1,440.00
Junior Librarian	1	(25)	1,800.00
Clerical Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>6</u>		<u>₱ 9,000.00</u>
FIELD SERVICES STAFF			
<u>Office of the Chief</u>			
Stenographer	1	(25)	₱ 1,440.00
Bill Collector	1	(24)	1,440.00
Clerk I	1	(23)	1,440.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 5,760.00</u>
Total Permanent Positions-Salary (PLSS R. A. 310)	<u>93</u>		<u>₱ 140,340.00</u>
(CADASTRAL SURVEY FUND, ACT 3077)			
BUDGET AND FISCAL DIVISION			
<u>Fiscal Section</u>			
Clerical Aide	<u>1</u>	(18)	<u>₱ 1,440.00</u>
ADMINISTRATIVE SERVICES DIVISION			
<u>General Services Section</u>			
Janitor	<u>2</u>	(14)	<u>₱ 2,880.00</u>
FIELD SERVICES STAFF			
<u>Office of the Chief</u>			
Clerk II	1	(25)	₱ 1,440.00
Bill Collector	15	(24)	21,600.00
Clerk I	2	(23)	2,880.00
Security Guard	<u>1</u>	(22)	<u>1,440.00</u>
	<u>19</u>		<u>₱ 27,360.00</u>
Total Permanent Positions-Salary Act 3077	<u>22</u>		<u>₱ 31,680.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
(PLSS, R.A. 1305 (BOND FUND))			
BUDGET AND FISCAL DIVISION			
<u>Budget Section</u>			
Budget Examiner II	1	(36)	₱ 3,720.00
Stenographer	1	(25)	1,920.00
Clerk I	<u>2</u>	(23)	<u>4,080.00</u>
	<u>4</u>		<u>₱ 9,720.00</u>
<u>Fiscal Section</u>			
Statistician II	1	(38)	₱ 3,120.00
Bookkeeper I	1	(30)	3,120.00
Accounting Clerk III	1	(28)	3,120.00
Senior Bill Collector	1	(27)	1,800.00
Senior Clerk	1	(27)	2,160.00
Clerk II	1	(25)	2,160.00
Clerk I	<u>6</u>	(23)	<u>11,040.00</u>
	<u>12</u>		<u>₱ 26,520.00</u>
ADMINISTRATIVE SERVICES DIVISION			
<u>General Services Section</u>			
Offset Press Operator	<u>2</u>	(26)	<u>₱ 3,360.00</u>
<u>Public Relations and Reference Section</u>			
Stenographer	<u>1</u>	(25)	<u>₱ 1,920.00</u>
FIELD SERVICES STAFF			
<u>Office of the Chief</u>			
Senior Cartographer	1	(32)	₱ 2,580.00
Stenographer	<u>5</u>	(25)	<u>10,320.00</u>
	<u>6</u>		<u>₱ 12,900.00</u>
Total Permanent Positions-Salary (R.A. 1305)	<u>25</u>		<u>₱ 54,420.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
CADASTRAL SURVEY FUND R. A. 1395, (BOND FUND)			
BUDGET AND FISCAL DIVISION			
<u>Budget Section</u>			
Budget Examiner II	1	(36)	₱ 3,720.00
Clerk I	<u>5</u>	(23)	<u>10,800.00</u>
	<u>6</u>		<u>₱ 14,520.00</u>
<u>Fiscal Section</u>			
Bookkeeper I	1	(30)	₱ 3,720.00
Accounting Clerk II	<u>10</u>	(25)	<u>24,900.00</u>
	<u>11</u>		<u>₱ 28,620.00</u>
Total Permanent Positions-Salary (R. A. 1395)	<u>17</u>		<u>₱ 43,140.00</u>
TOTAL PERMANENT POSITIONS-SALARY	423		₱ 852,000.00
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>71,300.00</u>
TOTAL SALARIES AND WAGES			<u>₱ 923,300.00</u>
SUMMARY FOR PROGRAM III			
TOTAL PERMANENT POSITIONS-SALARY	<u>683</u>		₱1,355,640.00
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>79,700.00</u>
GRAND TOTAL-SALARIES AND WAGES			<u>₱1,435,340.00</u>
SUMMARY FOR BUREAU OF LANDS			
TOTAL PERMANENT POSITIONS-SALARY	<u>3,112</u>		₱5,780,460.00
TOTAL LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>2,168,490.00</u>
GRAND TOTAL			<u>₱7,948,950.00</u>

(9) Bureau of Forestry

PROGRAM I: FOREST PROTECTION AND MANAGEMENT

Project 1: Forest Management and Regulatory Services

FOREST MANAGEMENT DIVISION

Office of the Chief

Forestry Division Chief	1	(53)	₱ 5,100.00
Assistant Forestry Division Chief	1	(51)	5,100.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Forestry Supervisor II	3	(49)	12,420.00
Senior Stenographer	1	(27)	3,120.00
Clerk II	<u>1</u>	(25)	<u>1,440.00</u>
	<u>7</u>		<u>₱ 27,180.00</u>
<u>Timber Inventory Section</u>			
Forestry Supervisor I (Section Chief)	1	(45)	₱ 3,960.00
Computer II	2	(28)	3,240.00
Cartographer I	2	(26)	3,600.00
Clerk II	<u>1</u>	(25)	<u>1,440.00</u>
	<u>6</u>		<u>₱ 12,240.00</u>
<u>Management Plans Section</u>			
Forestry Supervisor I (Section Chief)	1	(45)	₱ 3,720.00
Forester III	1	(39)	2,580.00
Forester II	2	(34)	4,260.00
Computer II	1	(28)	1,560.00
Cartographer I	1	(26)	1,440.00
Clerk II	1	(25)	1,440.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>8</u>		<u>₱ 16,440.00</u>
<u>Concessions Section</u>			
Forestry Supervisor I (Section Chief)	1	(45)	₱ 4,500.00
Forester III	1	(39)	2,580.00
Forester II	2	(34)	5,160.00
Forester I	2	(31)	4,440.00
Legal Aide I	2	(27)	₱ 3,240.00
Cartographer I	1	(26)	1,800.00
Clerk II	2	(25)	2,880.00
Clerk I	5	(23)	7,200.00
Clerical Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>18</u>		<u>₱ 34,580.00</u>
<u>Forest Reserves Section</u>			
Forestry Supervisor I (Section Chief)	1	(45)	₱ 3,300.00
Forester III	1	(39)	2,160.00
Forester II	1	(34)	1,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Forester I	1	(31)	1,440.00
Clerk II	1	(25)	1,440.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>6</u>		<u>₱ 11,220.00</u>
Division Total	<u>45</u>		<u>₱ 101,760.00</u>

FOREST LAND USES DIVISION

Office of the Chief

Forestry Division Chief	1	(53)	₱ 6,000.00
Assistant Forestry Division Chief	1	(51)	6,000.00
Forestry Supervisor II	1	(49)	5,100.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 18,540.00</u>

Special Uses Section

Forestry Supervisor I (Section Chief)	1	(45)	₱ 2,940.00
Forester II	2	(34)	3,360.00
Forester I	2	(31)	3,360.00
Clerk II	2	(25)	2,880.00
Clerk I	2	(23)	2,880.00
Clerical Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>11</u>		<u>₱ 18,300.00</u>

Pasture and Fishpond Section

Forestry Supervisor I (Section Chief)	1	(45)	₱ 2,940.00
Forester II	2	(34)	3,720.00
Forester I	2	(31)	3,600.00
Clerk II	3	(25)	₱ 4,320.00
Clerk I	2	(23)	2,880.00
Clerical Aide	<u>2</u>	(18)	<u>2,880.00</u>
	<u>12</u>		<u>₱ 20,340.00</u>

Forest Claims, Registration and Protection Section

Forestry Supervisor I (Section Chief)	1	(45)	₱ 3,720.00
Forester III	1	(39)	3,120.00
Legal Officer I	1	(34)	2,160.00
Forester II	2	(34)	4,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerk I	1	(23)	1,440.00
Clerical Aide	<u>3</u>	(18)	<u>4,320.00</u>
	<u>9</u>		<u>₱ 19,200.00</u>
Division Total	<u>36</u>		<u>₱ 76,380.00</u>
SAWMILLS AND LICENSES DIVISION			
<u>Office of the Chief</u>			
Forestry Division Chief	1	(53)	₱ 5,100.00
Forestry Supervisor II	1	(49)	3,960.00
Stenographer	<u>1</u>	(25)	<u>1,560.00</u>
	<u>3</u>		<u>₱ 10,620.00</u>
<u>Minor Products Licenses Section</u>			
Forestry Supervisor I (Section Chief)	1	(45)	₱ 2,760.00
Forester II	2	(34)	5,160.00
Clerk II	2	(25)	2,880.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>6</u>		<u>₱ 12,240.00</u>
<u>Sawmills Section</u>			
Forestry Supervisor I (Section Chief)	1	(45)	₱ 3,720.00
Forester II	2	(34)	4,980.00
Forester I	2	(31)	3,480.00
Clerk II	2	(25)	3,360.00
Statistical Aide	1	(25)	1,440.00
Clerk I	<u>2</u>	(23)	<u>3,240.00</u>
	<u>10</u>		<u>₱ 20,220.00</u>
<u>Lumber Inspection Service Section</u>			
Forestry Supervisor I (Section Chief)	1	(45)	₱ 4,500.00
Forester II	2	(34)	7,200.00
Statistical Aide	1	(25)	1,440.00
Clerk II	2	(25)	₱ 2,880.00
Lumber Grader	6	(24)	13,080.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>13</u>		<u>₱ 30,540.00</u>
Division Total	<u>32</u>		<u>₱ 73,620.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
FIELD SERVICES STAFF			
Forestry Supervisor I	1	(45)	₱ 2,580.00
District Forester	46	(45)	177,720.00
Assistant District Forester	32	(41)	79,920.00
Forester III	16	(39)	50,340.00
Forester II	18	(34)	41,820.00
Forester I	106	(31)	189,420.00
Senior Clerk	1	(27)	1,440.00
Forest Station Warden	88	(26)	139,380.00
Clerk II	13	(25)	18,960.00
Stenographer	9	(25)	12,960.00
Scaler	239	(24)	351,480.00
Lumber Grader	20	(24)	33,720.00
Clerk I	23	(23)	33,120.00
Forest Guard	475	(21)	684,000.00
Light Equipment Operator II	<u>2</u>	(20)	<u>3,600.00</u>
	<u>1,089</u>		<u>₱1,820,460.00</u>
Total Permanent Positions-Salary	1,202		₱2,072,220.00
Lump Sum for Wages of Emergency Laborers			<u>53,360.00</u>
Total Salaries and Wages (Project 1)			<u>₱2,125,580.00</u>

Project 2: Reforestation and Afforestation

RECLAMATION AND REFORESTATION DIVISION

Office of the Chief

Forestry Division Chief	1	(53)	₱6,000.00
Assistant Forestry Division Chief	1	(51)	5,100.00
Forestry Supervisor II	2	(49)	9,300.00
Forestry Supervisor I	1	(45)	3,960.00
Stenographer	<u>1</u>	(25)	<u>2,160.00</u>
	<u>6</u>		<u>₱ 26,520.00</u>

Afforestation and Reforestation Section

Forestry Supervisor I (Section Chief)	1	(45)	₱ 4,200.00
Forester III	1	(39)	3,120.00
Forester II	1	(34)	2,580.00
Illustrator II	1	(27)	1,440.00
Photographer	1	(27)	1,680.00
Stenographer	1	(25)	1,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerk II	1	(25)	1,680.00
Clerk I	<u>2</u>	(23)	<u>2,880.00</u>
	<u>9</u>		<u>₱ 19,020.00</u>
<u>Cooperative Planting Section</u>			
Forestry Supervisor I (Section Chief)	1	(45)	₱ 4,500.00
Forester III	1	(39)	3,480.00
Forester II	1	(34)	2,160.00
Nursery Farm Supervisor	1	(26)	1,680.00
Clerk II	2	(25)	2,880.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>7</u>		<u>₱ 16,140.00</u>
<u>Cinchona Plantation Section</u>			
Forestry Supervisor I (Section Chief)	1	(45)	₱ 3,960.00
Forester III	1	(39)	3,120.00
Forester II	1	(34)	1,920.00
Illustrator II	1	(27)	1,440.00
Clerk II	2	(25)	2,880.00
Chemical Laboratory Technician	1	(24)	2,160.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>8</u>		<u>₱ 16,920.00</u>
Division Total	<u>30</u>		<u>₱ 78,600.00</u>
FIELD SERVICES STAFF			
Research Chemist	1	(41)	₱ 3,300.00
Forester III	5	(39)	15,660.00
Plant Pest Control Technologist	2	(34)	4,560.00
Forester I	8	(31)	15,960.00
Nursery Farm Supervisor	37	(26)	77,220.00
Nursery Farm Foreman	71	(24)	105,600.00
Mechanic II	1	(24)	1,440.00
Carpenter	3	(23)	4,320.00
Plant Propagator	33	(21)	47,520.00
Building Maintenance Man	4	(21)	5,760.00
Light Equipment Operator II	5	(20)	8,520.00
Leadman Laborer	3	(19)	4,320.00
Nursery Farm Aide	28	(18)	40,320.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Carpenter Helper	2	(18)	2,880.00
Laborer	19	(14)	27,360.00
Field Services Total	222		₱ 364,740.00
Total Permanent Positions-Salary	252		₱ 443,340.00
Lump Sum for Wages of Emergency Laborers			805,166.00
Total Salaries and Wages (Project 2)			₱1,248,506.00

Project 3: Domain Use Classification

DOMAIN USE DIVISION

Office of the Chief

Forestry Division Chief	1	(53)	₱ 6,000.00
Assistant Forestry Division Chief	1	(51)	4,800.00
Forestry Supervisor II	6	(49)	26,400.00
Clerk II	4	(25)	6,360.00
Stenographer	1	(25)	1,440.00
Clerk I	4	(23)	5,880.00
Clerical Aide	3	(18)	4,320.00
	20		₱ 55,200.00

Surveys Control and Coordination Section

Forestry Supervisor II (Section Chief)	1	(49)	₱ 4,200.00
Forestry Supervisor I	1	(45)	3,960.00
Forester II	2	(34)	5,880.00
Forester I	1	(31)	1,680.00
Clerk II	5	(25)	8,400.00
Clerical Aide	4	(18)	5,760.00
	14		₱ 29,880.00

Data Computation Section

Forestry Supervisor I (Section Chief)	1	(45)	₱ 3,960.00
Statistician I	1	(33)	2,760.00
Statistical Aide	2	(25)	₱ 3,240.00
Clerk I	1	(23)	1,440.00
Clerical Aide	2	(18)	2,880.00
	7		₱ 14,280.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Mapping and Drafting Section</u>			
Head Cartographer (Section Chief)	1	(42)	₱ 3,120.00
Supervising Cartographer	2	(40)	4,800.00
Senior Cartographer	1	(32)	2,400.00
Cartographer II	7	(28)	16,800.00
Cartographer I	23	(26)	38,760.00
Tracer	25	(23)	36,240.00
Clerk I	2	(23)	3,120.00
Blueprint Machine Operator	2	(23)	2,880.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>64</u>		<u>₱ 109,560.00</u>
Division Total	<u>105</u>		<u>₱ 208,920.00</u>
FIELD SERVICES STAFF			
Forestry Supervisor II	3	(49)	₱ 13,500.00
Forester III	42	(39)	161,520.00
Forester II	13	(34)	28,080.00
Forester I	101	(31)	242,160.00
Cartographer I	4	(26)	7,800.00
Clerical Aide	<u>3</u>	(18)	<u>4,320.00</u>
Field Services Total	<u>166</u>		<u>₱ 457,380.00</u>
Total Permanent Positions-Salary	<u>271</u>		<u>₱ 666,300.00</u>
Lump Sum for Wages of Emergency Laborer:			<u>576,310.00</u>
Total Salaries and Wages (Project 3)			<u>₱1,242,610.00</u>
Project 4: <u>Research</u>			
FOREST RESEARCH DIVISION			
<u>Office of the Chief</u>			
Forestry Division Chief	1	(53)	₱ 6,000.00
Assistant Forestry Division Chief	1	(51)	6,000.00
Forestry Supervisor II	1	(49)	₱ 5,100.00
Scientific Illustrator	1	(31)	1,680.00
Photographer	1	(27)	2,400.00
Senior Clerk	1	(27)	1,920.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>7</u>		<u>₱ 24,540.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Silvics and Silviculture Section</u>			
Senior Forestry Research Scientist (Section Chief)	1	(47)	₱ 3,120.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 4,560.00</u>
<u>Forest Influence Section</u>			
Senior Forestry Research Scientist (Section Chief)	1	(47)	₱ 3,720.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 5,160.00</u>
<u>Forest Pests and Diseases Section</u>			
Senior Forestry Research Scientist (Section Chief)	1	(47)	₱ 3,120.00
Plant Pest Control Technologist	1	(34)	2,940.00
Clerk II	<u>1</u>	(25)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 7,500.00</u>
<u>Forest Grazing Section</u>			
Senior Forestry Research Scientist (Section Chief)	1	(47)	₱ 4,500.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 5,940.00</u>
Division Total	<u>16</u>		<u>₱ 47,700.00</u>
FIELD SERVICES STAFF			
Senior Forestry Research Scientist	5	(47)	₱ 20,640.00
Forestry Research Scientist	5	(41)	13,980.00
Junior Forestry Research Scientist	10	(34)	19,500.00
Clerk II	1	(25)	1,440.00
Clerk I	4	(23)	₱ 5,760.00
Plant Propagator	10	(21)	15,120.00
Laborer	<u>5</u>	(14)	<u>7,200.00</u>
Field Services Total	<u>40</u>		<u>₱ 83,640.00</u>
Total Permanent Positions-Salary	<u>56</u>		<u>₱ 131,340.00</u>
Lump Sum for Wages of Emergency Laborers:			<u>11,160.00</u>
Total Salaries and Wages (Project 4)			<u>₱ 142,500.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Project 5: <u>General Administration</u>			
OFFICE OF THE DIRECTOR			
Director of Forestry	1	(62)	₱ 7,200.00
Assistant Director of Forestry	1	(57)	6,000.00
Forestry Project Coordinator	1	(53)	6,000.00
Secretary	1	(30)	1,680.00
Clerk II	1	(25)	1,560.00
	<u>5</u>		<u>₱ 22,440.00</u>
ADMINISTRATIVE SERVICES DIVISION			
<u>Office of the Chief</u>			
Administrative Officer V (Division Chief)	1	(52)	₱ 6,000.00
Administrative Officer II	1	(45)	5,100.00
Clinic Physician	1	(40)	3,300.00
Stenographer	1	(25)	1,440.00
	<u>4</u>		<u>₱ 15,840.00</u>
<u>Budget and Finance Section</u>			
Budget Officer I (Section Chief)	1	(39)	₱ 3,300.00
Cashier II	1	(35)	2,760.00
Cashier I	1	(32)	1,680.00
Budget Examiner I	1	(30)	1,800.00
Management Analyst I	1	(36)	2,580.00
Accounting Clerk III	2	(28)	2,880.00
Senior Clerk	1	(27)	1,800.00
Clerk II	2	(25)	2,800.00
Cash Clerk	4	(24)	5,760.00
Accounting Clerk I	1	(23)	₱ 1,440.00
Clerk I	5	(23)	7,200.00
Clerical Aide	4	(18)	5,760.00
	<u>24</u>		<u>₱ 39,840.00</u>
<u>Property and General Services Section</u>			
Supply Officer III (Section Chief)	1	(43)	₱ 3,300.00
Supply Officer II	1	(37)	2,280.00
Supply Officer I	2	(31)	3,600.00
Mechanic II	1	(24)	1,440.00
Head Janitor	1	(24)	1,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerk I	6	(23)	8,640.00
Storekeeper I	2	(23)	2,880.00
Carpenter	2	(23)	2,880.00
Security Guard	6	(22)	8,640.00
Light Equipment Operator II	3	(20)	4,680.00
Store Aide	1	(18)	1,440.00
Carpenter Helper	1	(18)	1,440.00
Clerical Aide	4	(18)	5,760.00
Janitor	6	(14)	8,640.00
Laborer	<u>2</u>	(14)	<u>2,880.00</u>
	<u>39</u>		<u>₱ 59,940.00</u>

Legal Section

Legal Officer II (Section Chief)	1	(37)	₱ 4,200.00
Legal Officer I	1	(34)	2,160.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 7,800.00</u>

Personnel Section

Personnel Officer II (Section Chief)	1	(43)	₱ 3,960.00
Legal Officer II	1	(37)	3,720.00
Senior Personnel Aide	1	(30)	2,580.00
Legal Aide I	1	(27)	1,440.00
Senior Clerk	2	(27)	4,080.00
Clerk II	2	(25)	3,600.00
Clerk I	<u>11</u>	(23)	<u>15,840.00</u>
	<u>19</u>		<u>₱ 35,220.00</u>

Records Section

Records Officer II (Section Chief)	1	(33)	₱ 2,760.00
Clerk II	1	(25)	1,800.00
Clerk I	5	(23)	7,200.00
Clerical Aide	<u>9</u>	(18)	<u>12,960.00</u>
	<u>16</u>		<u>₱ 24,720.00</u>

Forestry Information Section

Supervising Information Officer I (Section Chief)	1	(40)	₱ 2,580.00
Public Relations Officer I	1	(38)	1,440.00
Information Writer	1	(27)	1,440.00
Illustrator II	1	(27)	2,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Stenographer	1	(25)	1,440.00
Junior Librarian	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>7</u>		<u>₱ 12,180.00</u>
Division Total	<u>117</u>		<u>₱ 195,540.00</u>

FIELD SERVICES STAFF

Disbursing Officer	2	(29)	₱ 4,200.00
Janitor	<u>1</u>	(14)	<u>1,440.00</u>
Field Services Total	<u>3</u>		<u>₱ 5,640.00</u>
Total Permanent Positions-Salary	<u>120</u>		<u>₱ 223,620.00</u>

SUMMARY FOR BUREAU OF FORESTRY

TOTAL PERMANENT POSITIONS-SALARY	<u>1901</u>	<u>₱ 3,536,820.00</u>
LUMP SUM FOR WAGES OF EMERGENCY LABORERS		<u>1,445,996.00</u>
TOTAL SALARIES AND WAGES		<u>₱4,982,816.00</u>

(10) Parks and Wildlife Office

PROGRAM I: MAINTENANCE OF PARKS AND CONSERVATION OF WILDLIFE

Project 1: Operation and Maintenance Parks

PARKS DIVISION

Head Parks and Game Warden (Division Chief)	1	(40)	₱ 1,920.00
Junior Civil Engineer	1	(33)	1,800.00
Supervising Parks and Game Warden	2	(31)	3,600.00
Stenographer	<u>1</u>	(25)	<u>1,440.00</u>
Division Total	<u>5</u>		<u>₱ 8,760.00</u>

FIELD SERVICES STAFF

Supervising Parks and Game Warden	6	(31)	₱ 9,240.00
Parks and Game Warden	<u>20</u>	(21)	<u>28,920.00</u>
Field Services Total	<u>26</u>		<u>₱ 38,160.00</u>
Total Permanent Positions-Salary (Project 1)	<u>31</u>		<u>₱ 46,920.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Project 2: <u>Conversation of Wildlife</u>			
WILDLIFE AND GAME DIVISION			
Head Parks and Game Warden (Division Chief)	1	(40)	₱ 1,440.00
Supervising Parks and Game Warden	2	(31)	2,880.00
Preparator	1	(27)	1,440.00
Stenographer	1	(25)	1,440.00
Clerk II	1	(25)	1,440.00
Division Total	6		₱ 8,640.00
Total Permanent Positions-Salary (Project 2)	6		₱ 8,640.00
Project 3: <u>General Administration</u>			
OFFICE OF THE CHIEF			
Director of Parks and Wildlife	1	(45)	₱ 3,120.00
Stenographer	1	(25)	1,440.00
Office Total	2		₱ 4,560.00
ADMINISTRATIVE SERVICES DIVISION			
Administrative Officer I (Division Chief)	1	(41)	₱ 2,280.00
Public Relations Officer I	1	(38)	1,560.00
Clerk I	1	(23)	1,440.00
	3		₱ 5,280.00
<u>Fiscal and Personnel Section</u>			
Administrative Assistant I (Section Chief)	1	(35)	₱ 2,160.00
Cashier I	1	(32)	1,800.00
Personnel Aide	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
	4		₱ 6,840.00
<u>General Services Section</u>			
Supply Officer I (Section Chief)	1	(31)	₱ 1,440.00
Clerk II	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
Clerical Aide	1	(18)	1,440.00
	4		₱ 5,760.00
Division Total	11		₱ 17,880.00
Total Permanent Positions-Salary (Project 3)	13		₱ 22,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
SUMMARY FOR PARKS AND WILDLIFE OFFICE			
TOTAL PERMANENT POSITIONS-SALARY	<u>50</u>		₱ 78,000.00
LUMP SUM FOR WAGES OF EMERGENCY LABORERS			<u>7,260.00</u>
TOTAL SALARIES AND WAGES			<u>₱ 85,260.00</u>

Summary of Permanent Positions-Salaries-Wages

<u>Entity</u>	<u>No. of Positions</u>	<u>Salaries</u>	<u>Wages</u>	<u>Total Salaries and Wages</u>
Office of the Secretary	329	820,594.00	₱ 62,000.00	₱ 882,594.00
Bureau of Plant Industry	1,372	₱ 2,529,174.00	1,259,166.00	3,788,340.00
Bureau of Animal Industry	798	1,489,184.00	— — — —	1,489,184.00
Bureau of Fisheries	318	661,260.00	23,010.00	684,270.00
Bureau of Mines	420	1,041,224.00	278,410.00	1,319,634.00
Bureau of Soils	383	810,360.00	62,482.00	872,842.00
Bureau of Agricultural Extension	1,609	2,971,740.00	55,355.00	3,027,095.00
Bureau of Lands	3,112	5,780,460.00	2,168,490.00	7,948,950.00
Bureau of Forestry	1,901	3,536,820.00	1,445,996.00	4,982,816.00
Parks and Wildlife Office	<u>50</u>	<u>78,000.00</u>	<u>7,260.00</u>	<u>85,260.00</u>
Totals	<u>10,292</u>	<u>₱ 19,718,816.00</u>	<u>₱ 5,362,169.00</u>	<u>₱ 25,080,985.00</u>

PERSONNEL OF THE DEPARTMENT

Sec. 106. The personnel structure of the Department for the period from the effective date of these Implementing Details to June thirtieth, nineteen hundred and fifty-seven, shall conform to the Staffing Pattern provided in these Implementing Details.

Sec. 107. Except where the law provides otherwise, all appointments to positions authorized in the Staffing Pattern shall be subject to the requirements of the civil service and other personnel laws, rules and regulations: Provided, That all personnel in the present staff who meet such requirements shall be employed before consideration is given to the employment of other persons, subject to the approval of the Government Survey and Reorganization Commission and the President.

DELEGATION OF AUTHORITY

Sec. 108. Any delegation of authority required or authorized by these Implementing Details shall be in writing; shall indicate to which officer or class of officers or employees the delegation is made; shall define the extent to which each delegatee will be held responsible for results; and shall vest each delegatee with sufficient authority to enable him to discharge his assigned responsibility. Such delegations, where specifically provided by these Implementing Details, shall be within the limits of the provisions of these Implementing Details. Provided, That nothing in this Section shall be construed to prevent other delegations.

PARTIAL INVALIDITY

Sec. 109. If any provision of these Implementing Details should be held invalid, the other provision shall not be affected thereby.

TIMING OF ADMINISTRATION ACTIONS

Sec. 110. The Secretary shall direct the orderly scheduling of transfers, changes and other transitional actions required by the Plan and by these Implementing Details within sixty days from the effective date of the Implementing Details. In the interim, each entity affected shall continue to perform its existing functions until such time as the Secretary orders change or cessation and each officer and employee shall continue to perform his duties and to exercise his authority until such time as the Secretary orders otherwise.

Done in the City of Manila, this 17th day of November, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 217

Upon the recommendation of the Provincial Board of the Mountain Province and pursuant to the provisions of Section 68 of the Revised Administrative Code, and Section 2630 of the same Code, as amended by Republic Act No. 1515, the barrios of Pudtol, Ngagan, Tawit, Guenned, Waga and Sipa, all of the Municipal District of Luna, sub-province of Apayao, Mountain Province, are hereby segregated from said municipal district and organized into an independent municipal district to be known as the Municipal District of Pudtol, with the seat of government at the barrio of Pudtol.

The boundary lines which shall separate the municipal district of Pudtol from its mother municipal district of Luna is a line beginning at the peak of Mt. Lumbago, Bayag-Luna Boundary, running due N 87° 30' E to intersect the Malunog River; thence along the said river in a Northeasterly direction to its union with the Catamuyoan Dry Creek; and thence from that point of union running due east until the Mountain Province-Cagayan Provincial Boundary. (Based upon the technical description of the sketch of the territory of the Municipal District of Luna submitted by the Highway District Engineer of the Mountain Province.)

The municipal district of Pudtol shall begin to exist upon the appointment and qualification of the Mayor, Vice-Mayor, and a majority of the Councilors thereof.

Done in the City of Manila, this 3rd day of December, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) RAMON MAGSAYSAY
President of the Philippines

By the President:
(SGD.) FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 218
PROVIDING FOR THE IMPLEMENTING DETAILS FOR REORGANIZATION PLAN
NO. 20-A RELATIVE TO LABOR

Pursuant to the powers vested in me by Republic Act Numbered Nine hundred and ninety-seven, as amended by Republic Act Numbered One thousand two hundred and forty-one, and upon the recommendation of the Government Survey and Reorganization Commission, the following Implementing Details of Reorganization Plan No. 20-A which relate to Labor, are hereby promulgated to govern the organization, powers, duties and functions of the Department of Labor:

ORGANIZATION OF THE DEPARTMENT OF LABOR

Section 1. The organization, functions and operations of the Department of Labor, hereinafter referred to as the “Department,” shall be in accordance with the provisions of Reorganization Plan No. 20-A, hereinafter referred to as the “Plan,” and these Implementing Details.

Sec. 2. The organization of the Department, as graphically depicted in the following organization charts, shall consist of the Office of the Secretary, Advisory Councils and Boards to the Secretary of Labor, Fiscal and Personnel Division, General Services Division, Legal Services Division, Labor Statistics Division, Office of Manpower Services, Bureau of Labor Standards with a Labor Standards Commission attached to it, Bureau of Workmen’s Compensation with a Workmen’s Compensation Commission attached to it, and Bureau of Labor Relations, all hereinafter referred to as the “headquarters entities” only for brevity, and eight Regional Offices with their corresponding provincial and local offices.

Sec. 3. The Secretary of Labor, hereinafter referred to as the “Secretary,” is authorized to make such changes in organization, definition of functions and distribution of work among entities in the Department as may be necessary to reflect changes in legislation, conditions, need or workloads: Provided, That no such changes may be made during fiscal year 1957 without specific approval of the President: And provided, further, That any such changes must be in conformity with the general pattern of organization set forth in the Plan and these Implementing Details.

[Figure I. Organization Chart – OFFICE OF THE SECRETARY]

[Figure II. Organization Chart – OFFICE MANPOWER SERVICES]

[Figure III. Organization Chart – BUREAU OF LABOR STANDARDS]

[Figure IV. Organization – REGIONAL OFFICE]

FUNCTIONAL STATEMENTS OF THE DEPARTMENT OF LABOR

Functions of the Office of the Secretary

Sec. 4. The functions, powers, duties and responsibilities of the Secretary and the Undersecretary of Labor shall consist of those provided in pertinent provisions of the Revised Administrative Code and other existing laws, insofar as these are not inconsistent with the Plan and these Implementing Details; and shall include those which the Plan and these Implementing Details further provide.

a. The Secretary shall have the following functions, among others:

- (1) recommend to and advise the President on matters relating to the formulation and execution of Philippine labor policy;
- (2) administer, coordinate and direct the Government's labor activities and services;
- (3) promulgate rules and regulations necessary to carry out labor policy objectives and the functions vested in him by law;
- (4) delegate authority for the performance of any function or set of functions to officers and employees under his supervision and direction;
- (5) direct the over-all operation of the Department; and
- (6) assume over-all responsibility for the implementation of Philippine labor policy.

b. The Undersecretary shall have the following functions, among others:

- (1) serve as deputy to the Secretary in all matters relating to labor functions and activities;
- (2) administer the Department's day-to-day activities, coordinate its programs and projects, and assume responsibility for the efficient and economical operation of the Department;
- (3) advise and assist the Secretary in the formulation, determination and implementation of labor policies; and
- (4) act as the Secretary in his absence or if the Office is vacant.

Sec. 5. There shall be in the Office of the Secretary a Technical and Management Staff and a Field Operations Staff, with corresponding duties and responsibilities as follows:

a. The Technical and Management Staff shall have the following functions, among others:

- (1) study and review for the Secretary and Undersecretary specified matters originating from the other entities of the Department;
 - (2) develop an extensive public relations program designed to secure and maintain widespread understanding and support for such policies, plans and programs on labor as may be formulated by the Department;
 - (3) study and analyze Conventions and Recommendations adopted by the International Labour Organisation, and undertake research work on foreign labor legislation and related subjects for the purpose of determining their applicability to local conditions;
 - (4) advise and assist the Secretary and the heads of bureaus and offices in the Department on management practices and management improvement, and conduct a continuing analysis of the over-all administrative and organizational structure;
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- (5) conduct detailed and continuous study, planning and research for increased efficiency through effective management controls along improved organization and operational procedures, work simplification, report control, objective appraisal of accomplishments and related matters, recommend appropriate administrative actions in connection therewith and maintain liaison with and draw advice and assistance from entities concerned with organization and methods;
- (6) plan, formulate, develop and conduct an over-all training program for Departmental personnel, maintain liaison with and draw advice and assistance from entities concerned with personnel training, arrange for training conferences and recommend qualified personnel to attend and participate in scholarships and similar training grants; and
- (7) provide such other services and assistance as the Secretary or the Undersecretary may require.

b. The Field Operations Staff shall have the following functions, among others:

- (1) exercise direct line authority over the Regional Offices;
- (2) take such steps as may be necessary to insure that program plans, policies, report requirements, work schedules and other related matters prescribed by appropriate headquarters entities are complied with by the Regional Offices;
- (3) analyze and evaluate field operations reports and statistics, advise the Secretary on field developments and call such matters to the attention of appropriate headquarters entities as will require their action;
- (4) maintain liaison contacts with headquarters entities on all matters affecting the operations of the Regional Offices; and
- (5) perform other related duties such as the Secretary or the Undersecretary may direct.

Functions of the Fiscal and Personnel Division

Sec. 6. The Fiscal and Personnel Division shall be responsible for functions of the Department relating to financial and personnel management and the procurement of supplies and equipment. Under the immediate administrative supervision of the Assistant to the Secretary, this Division shall provide related services to headquarters entities and shall establish policy standards, rules and regulations for the guidance and compliance of Regional Offices to which shall be delegated similar activities.

Sec. 7. The Fiscal and Personnel Division shall have a Finance Section, a Cash Collection and Disbursement Section and a Personnel Section, with corresponding duties and responsibilities as follows:

a. The Finance Section shall have the following functions, among others:

- (1) prepare, review and consolidate budget estimates of the entire Department, and prepare and submit justifications for the same to proper authorities;
- (2) exercise control over the budgeted expenditures for the Department, and process all expense vouchers covering payments against authorized allotments for headquarters entities;
- (3) process requisitions for equipment and supplies, make corresponding purchases and prepare vouchers covering their payment;

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- (4) prepare periodic reports as needed and required on the financial operation of the Department; and
 - (5) provide policy guidance and consultative services to field personnel concerned.
- b. The Cash Collection and Disbursement Section shall have the following functions, among others:
- (1) handle all cash collections and deposits, and payments of approved vouchers for headquarters entities;
 - (2) prepare payrolls and pay salaries and wages of officials and employees in the headquarters entities;
 - (3) prepare corresponding reports on cash collections, deposits and disbursements as required by accounting and auditing regulations; and
 - (4) provide policy guidance and consultative services to field personnel concerned.
- c. The Personnel Section shall have the following functions, among others:
- (1) establish and manage subject to civil service and other personnel laws, rules and regulations, a personnel program which includes preparation of position descriptions and qualification standards for purposes of selective recruitment, appointment and promotion;
 - (2) act on matters concerning attendance, leaves of absence, appointments, promotions, transfers and efficiency records; and conduct investigations or review papers on administrative charges against employees of the Department as directed; and
 - (3) provide policy guidance and consultative services to field personnel concerned.

Functions of the General Services Division

Sec. 8. The General Services Division shall be responsible for functions of the Department relating to property management and office services which include maintenance of files and records, janitorial and messengerial services, security and general utility; and for the maintenance and operation of the Tenement House. Under the immediate administrative supervision of the Assistant to the Secretary, this Division shall provide related services to headquarters entities and shall establish policy standards, rules and regulations for the guidance and compliance of Regional Offices to which shall be delegated similar activities.

Sec. 9. The General Services Division shall have a Records Section, a Property Maintenance Section, and a Security and Utility Section, with corresponding duties and responsibilities as follows:

- a. The Records Section shall have the following functions, among others:
- (1) receive, record and distribute to appropriate entities all incoming correspondence;
 - (2) release all outgoing correspondence and keep as needed file copies thereof for ready reference and use;
 - (3) issue certified true copies of records upon request of interested parties;
 - (4) develop and maintain a filing and records system for all acts, memoranda, orders, circulars, correspondence and other documents affecting the Department;
 - (5) coordinate and provide messengerial services; and
 - (6) provide policy guidance and consultative services to field personnel concerned.
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- b. The Property Maintenance Section shall have the following functions, among others:
- (1) keep custody of all equipment and other property and supplies pertaining to headquarters entities, and manage the proper distribution and use of the same;
 - (2) supervise the maintenance and operation of the Tenement House;
 - (3) maintain a complete and up-to-date record of disposition of such equipment and other property and supplies, and render periodic inventory reports as required by accounting and auditing regulations;
 - (4) take charge of storage, maintenance, repair and disposal of such equipment and other property and supplies;
 - (5) maintain and operate a central service for transportation; and
 - (6) provide policy guidance and consultative services to field personnel concerned.
- c. The Security and Utility Section shall have the following functions, among others:
- (1) provide security guarding services to headquarters entities which include the prevention of theft, fire, damage, accident, unlawful entry and similar hazards on buildings and other properties, and the routinary watching and guarding of the premises; and
 - (2) provide janitorial and general utility services which include cleaning the rooms, toilets and closets, buildings and surrounding areas, keeping office equipment and furniture clean and orderly, collecting and dumping or burning garbage, and doing simple carpentry repair work and related activities.

Functions of the Legal Services Division

Sec. 10. Under the immediate administrative supervision of the Assistant to the Secretary, the Legal Services Division shall handle in the courts the litigation of cases beyond the prescribed jurisdiction of the quasi-judicial Commissions in the Department, provide the Secretary with legal counsel and interpretation on specific problems, assist him in the preparation and analysis of legislative proposals, and perform other related legal work.

Sec. 11. The Legal Services Division shall have a Legal Consultation Section and a Legal Operation Section, with corresponding duties and responsibilities as follows:

- a. The Legal Consultation Section shall have the following functions, among others:
- (1) provide legal consultation services to entities of the Department as needed and requested;
 - (2) prepare replies to queries from interested private parties and government agencies seeking the Department's interpretation of specific provisions of the labor law and/or opinion on related problems;
 - (3) conduct research in connection with cases handled in the courts by the Division;
 - (4) prepare for the Secretary comments on proposed legislation referred to the Department by the President or the Congress; and
 - (5) study and analyze legislative proposals originating from entities in the Department, and coordinate with entities concerned in the preparation of bills for introduction to Congress.
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b. The Legal Operation Section shall have the following functions, among others:

- (1) pending assumption of this function by the Department of Justice, handle in the courts for laborers without private counsels, cases appealed from, and/or those beyond the prescribed jurisdiction of, the Labor Standards Commission and the Workmen's Compensation Commission;
- (2) assist the Solicitor General in handling in the courts cases in which the Secretary or any other official or employee of the Department is involved in his official capacity; and
- (3) assist provincial and city Fiscals in the prosecution cases affecting shares of laborers under the pertinent provisions of the Sugar Act of 1952.

Functions of the Labor Statistics Division

Sec. 12. Under the immediate supervision of the Assistant to the Secretary, and subject to the authority of the Office of Statistical Coordination and Standards of the National Economic Council to allocate statistical activities and to prescribe methodology and standards among statistical entities of the government, the Labor Statistics Division shall have the following functions, among others:

- a. formulate specifications and procedures for statistical reports of the different entities of the Department;
- b. consolidate, tabulate and assist in the analysis of statistical summaries of operation to serve as basis for executive decision;
- c. cooperate with other entities in developing a system of evaluating program effectiveness and efficiency of operating procedures;
- d. plan and conduct research and special studies in the field of labor economics, and provide technical assistance to Wage Boards;
- e. compile and publish factual data and information on labor;
- f. develop and maintain a technical reference and library service for the Department;
- g. provide policy guidance and consultative services to field personnel concerned; and
- h. perform such statistical functions as may hereafter be transferred to the Department by law or competent authority.

Functions of the Office of Manpower Services

Sec. 13. The functions, powers, duties and responsibilities of the Office of Manpower Services, hereinafter referred to under this title as the "Office," shall be the same as those now provided by law for the National Employment Service. The Office shall have a Manpower Research Division, an Employment Service Division, an Overseas and Fee-charging Employment Agencies Unit, and a Manila Employment Office and other employment offices to be established at such places as may be provided by law.

Sec. 14. Subject to the authority of the Office of Statistical Coordination and Standards of the National Economic Council to allocate statistical activities and to prescribe methodology and standards among statistical entities of the government, the Manpower Research Division shall have the following functions, among others:

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- a. compile, tabulate, analyze and interpret, in collaboration with the Labor Statistics Division and other appropriate government entities, data on employment to determine the quality and quantity of the manpower reservoir, availability of workers in each occupation, anticipated entrants to various jobs and probable employment opportunities; and prepare an annual manpower report containing such information in accordance with law;
 - b. compile, tabulate, analyze and interpret, in collaboration with the Labor Statistics Division and other appropriate government entities, labor market data to determine employment trends in various industries, relation of labor supply to labor demand in such industries and the various economic factors affecting this relationship;
 - c. study the various factors that stimulate employment;
 - d. undertake special studies in related matters such as the Office may require and make available to interested public agencies the results of such studies; and
 - e. provide technical guidance and consultative services to other entities of the Office as needed and requested.

Sec. 15. The Employment Service Division shall operate as a staff entity to provide standards and procedures and to assist in the formulation and development of policies and objectives relating to the placement functions of the Office. This Division shall be responsible for providing encouragement and assistance to appropriate government agencies and civic organizations in the promotion of social and economic plans along progressive employment processes designed to stabilize the employment situation; and with data provided by the Manpower Research Division, it shall establish and develop a work force by specialization, by occupation and by industry. It shall also serve in a planning, advisory and consultative capacity to the Manila Employment Office and to such employment offices as may hereafter be established by law. The Division shall have a Plans and Procedures Section and an Employment Development and Stabilization Section, with corresponding duties and responsibilities as follows:

- a. The Plans and Procedures Section shall have the following functions, among others:
 - (1) formulate, revise and amend manual of procedures, rules and regulations governing the operation of the Office and the entities under it;
 - (2) make continual evaluation of the effectiveness of the organization and operating procedures and recommend necessary measures for their improvement; and
 - (3) devise plans and procedures for the training of personnel and develop and prepare materials necessary for such training.
- b. The Employment Development and Stabilization Section shall develop plans and procedures designed to facilitate occupational and industrial mobility with a view to adjusting labor supply to employment opportunities in the various occupations and industries, and geographic mobility with a view to assisting workers or settlers move to areas with suitable employment opportunities or with a view to meeting temporary maladjustments in labor demand and supply, and perform other related duties as directed.

Sec. 16. The Overseas and Fee-charging Employment Agencies Unit shall have the following functions, among others:

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- a. receive, investigate and approve applications for the operation of private (fee-charging) employment agencies under Act Numbered Thirty-nine hundred and fifty-seven, and for license to recruit Filipino workers for overseas employment under Act Numbered Twenty-four hundred and eighty-six;
 - b. supervise and regulate the activities of private employment agencies, including the mode and character of placement, place of doing business and character of their officers, agents and recruiters; and whenever appropriate, upon complaint of interested parties or on its own initiative but always after due hearing and investigation, revoke any license or appointment issued to such agencies or persons or recruiters; and
 - c. supervise and regulate the hiring of workers for overseas employment, including the issuance of seamen's certificates to Filipino crew members on board vessels registered in the Philippines; determine compliance of their terms of employment, such as wages, hours and other conditions, with existing Philippine laws; and whenever appropriate, upon complaint of interested parties or on its own initiative but always after due hearing and investigation, revoke any license or certificate issued to such recruiters or persons.

Sec. 17. The Manila Employment Office shall be responsible for placement functions and shall have an Applicant Services Section and an Employer Services Section, with corresponding duties and responsibilities as follows:

- a. The Applicant Services Section shall have the following functions, among others:
 - (1) interview applicants for placements to secure employment qualifications and records, and assist them in completing self-application forms;
 - (2) provide applicants with information on current employment conditions and problems and acquaint them with their relationship to the Office, the functions of the Office and the services and facilities available to them;
 - (3) assist applicants on the problems of vocational adjustment to discover, analyze and evaluate their employment assets;
 - (4) furnish applicants with information on job requirements, employment opportunities, training and rehabilitation facilities and services offered by other agencies, referring them to such agencies if necessary; and
 - (5) administer occupational tests when so required, and cooperate as needed with the Employer Services Section in the selection and referral of counselled applicants to job openings.
 - b. The Employer Services Section shall have the following functions, among others:
 - (1) establish and maintain contacts with employers, informing them of the objectives, policies and functions of the Office and promoting their use of available services and facilities;
 - (2) obtain information on employers' current needs and future hiring plans, and develop a continuing plan of service for each employer which will assist him in recruiting, selecting and training workers;
 - (3) keep and maintain records on employers' requirements, job specifications and conditions of employment; and
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- (4) evaluate qualifications of applicants (referring them to the Applicant Services Section for further occupational tests if necessary) and select and refer to employers applicants whose qualifications meet with their requirements.

Functions of the Bureau of Labor Standards

Sec. 18. The Bureau of Labor Standards, hereinafter referred to under this title as the “Bureau,” shall operate primarily as a planning, policy-making, consultative and advisory entity in the administration and enforcement of laws relating to wages and hours in working establishments, health and safety of workers in labor centers, and employment of women and minors in industries and other work places, which activities are heretofore performed by the Wage Administration Service, Bureau of Labor and the Industrial Safety Engineering Division which are abolished. The Bureau shall be responsible for the promulgation of rules, regulations and standards, for formulating and initiating plans and programs, and for developing and defining operating procedures for the guidance and compliance of Regional Offices. The Bureau shall also provide such technical assistance as may be required in the review of cases appealed from Regional Offices to the Labor Standards Commission.

Sec. 19. Rules, regulations and standards on industrial safety as are now in force and those which may hereafter be promulgated in accordance with the provisions of Commonwealth Act Numbered One hundred and four as amended, otherwise known as the Industrial Safety Law, shall be binding on chartered cities which shall have sole responsibility for industrial safety inspections within their respective jurisdictions.

Sec. 20. The Bureau shall have a Health and Safety Division, a Women and Minors Division, an Inspection Supervision Division and a Wage and Hour Division.

Sec. 21. The Health and Safety Division shall handle functions of the Bureau relating to the safety and health of workers in labor centers under the Industrial Safety Law; Republic Act Numbered Ten hundred and fifty-four, commonly known as the Free Emergency Medical and Dental Treatment Law; and the medical provisions of Republic Act Numbered Six hundred and seventy-nine. This Division shall have a Standards Section, a Safety Education and Organization Section and a Research and Publication Section, with corresponding duties and responsibilities as follows:

- a. The Standards Section shall have the following functions, among others:
 - (1) draft rules and regulations and fix reasonable standards regarding the installation, operation, maintenance and repair of boilers, unfired pressure vessels, machinery, internal combustion engines, elevators, electrical equipment, wiring systems, and the construction, demolition, alteration and use of commercial and industrial establishments including factories, warehouses, stevedoring and other work places in accordance with the provisions of the Industrial Safety Law.
 - (2) study and formulate rules and regulations implementing the Free Emergency Medical and Dental Treatment Law and the medical provisions of Republic Act Numbered Six hundred and seventy-nine;
 - (3) prescribe uniform safety measures, safety devices or safeguards, and standard personal protective equipment for minimizing health and safety hazards in all types of industries; and
 - (4) devise forms, standards and procedures for registration of employers’ establishments under the Industrial Safety Law and for the issuance of required permit certificates.

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- b. The Safety Education and Organization Section shall have the following functions, among others:
- (1) create safety consciousness among employers and workers and the general public by means of direct and indirect safety lectures, safety posters, reminders and safety contests, the yearly celebration of Safety and Accident Prevention Week, periodic radio broadcasts and other promotional safety activities;
 - (2) hold periodic meetings with labor and management, Advisory Safety Council and the public for the purpose of recommending effective safety education campaign and of drafting rules and regulations for promulgation by the Secretary, and study and prepare recommendations necessary for the enactment of laws and/or orders relating to health and safety of workers and the general public; and
 - (3) devise effective ways and means of organizing safety committees in all industrial establishments, and plan and suggest programs of activities for such committees.
- c. The Research and Publication Section shall have the following functions, among others:
- (1) study and determine, in collaboration with the Department of Health, harmful effects upon workers of dusts, fumes and other obnoxious odors in certain industries; and bad position habits, inadequate lighting and inadequate ventilation, with a view to recommending to industry necessary steps to prevent development of related occupational health hazards;
 - (2) require employers' establishments to submit complete reports of lost-time accidents for analysis, and operate and maintain a safety laboratory and museum; and
 - (3) publish safety bulletins and prepare other related informative material for distribution to labor and management and the public, and provide and maintain a library service for the Division.

Sec. 22. The Women and Minors Division shall handle functions of the Bureau relating to the administration and enforcement of Republic Act Numbered Six hundred and seventy-nine, otherwise known as the Woman and Child Labor Law. This Division shall have a Women Section and a Minors Section, with corresponding duties and responsibilities as follows:

- a. The Women Section shall have the following functions, among others:
- (1) study and formulate measures regulating the employment of women as provided by law;
 - (2) plan and promote programs designed to educate women workers of their rights and responsibilities;
 - (3) study, formulate and initiate activities to promote the general welfare of women workers; and
 - (4) plan and promote programs designed to create understanding among employers of their responsibility for the well-being of their women workers.
- b. The Minors Section shall have the following functions, among others:
- (1) study and formulate measures regulating the employment of children as provided by law;
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- (2) plan and promote programs designed to educate children workers of their rights and responsibilities;
 - (3) study, formulate and initiate activities to promote the general welfare of children workers; and
 - (4) plan and promote programs designed to create understanding among employers of their responsibility for the well-being of their children workers.

Sec. 23. The Inspection Supervision Division shall handle functions of the Bureau relating to planning, programming and functional supervision of all inspection activities on labor standards and other working conditions. This Division shall have a Technical Inspection Supervision Section and a General Inspection Supervision Section, with corresponding duties and responsibilities as follows:

- a. The Technical Inspection Supervision Section shall have the following functions, among others:
 - (1) plan and prepare a uniform program of inspection relating to the operation of boilers, pressure vessels, machinery, internal combustion engines, elevators, electrical equipment, wiring installations, and the construction, demolition, alteration and use of commercial and industrial buildings including shops, factories and other work places;
 - (2) develop methods and procedures, set policy standards and devise forms for the above inspection activities;
 - (3) evaluate and analyze field inspection reports and call all matters requiring action to the attention of the other divisions of the Bureau; and
 - (4) provide manuals and plan programs for the training of field personnel concerned.
- b. The General Inspection Supervision Section shall have the following functions, among others:
 - (1) plan and prepare a uniform program of inspection relating to the enforcement of the Woman and Child Labor Law, the Free Emergency Medical and Dental Treatment Law, the medical provisions of Republic Act Numbered Six hundred and seventy-nine, and the law on wages and hours;
 - (2) develop methods and procedures, set policy standards and devise forms for the above inspection activities;
 - (3) evaluate and analyze filed inspection reports and call all matters requiring action to the attention of the other divisions of the Bureau; and
 - (4) provide manuals and plan programs for the training of field personnel concerned.

Sec. 24. The Wage and Hour Division shall handle functions of the Bureau relating to the administration and enforcement of the law on wages and hours, such as the Eight-Hour Labor Law, Minimum Wage Law, Blue Sunday Law and the Sugar Act of 1952. This Division shall have a Wage Rules and Regulations Section, an Evaluation and Certification Section and an Agricultural Wage Section, with corresponding duties and responsibilities as follows:

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- a. The Wage Rules and Regulations Section shall have the following functions, among others:
- (1) prepare rules and regulations and interpretative bulletins to implement the law on wages and hours, and prepare legal opinions and answers to queries;
 - (2) provide technical assistance to the Labor Standards Commission in the review of appealed cases;
 - (3) appraise complicated cases upon request of Regional Offices;
 - (4) coordinate and provide technical services needed in the operation of Wage Boards; and
 - (5) analyze prevailing wage rates and related data and, in cooperation with the Labor Statistics Division, evaluate occupational factors relevant to the establishment of minimum wages in particular industries.
- b. The Evaluation and Certification Section shall have the following functions, among others:
- (1) set standards and procedures, devise forms, prescribe rules and regulations and provide policy guidance and consultative services relating to evaluation of facilities given by employers to their employees and laborers to determine over-all wages, granting of permits to employers for deduction of certain amounts from laborers' wages, certification of learners, apprentices and handicapped workers, and evaluation of related applications for payment of sub-minimum wages;
 - (2) conduct research, and study and analyze such data and information as may be necessary in carrying out the above responsibilities; and
 - (3) pending decentralization of related operating functions to Regional Offices, which shall be determined by the Secretary:
 - (a) investigate and process applications for apprentices' and learners' certificates and other permits for the employment of workers at sub-minimum wages;
 - (b) investigate and determine fair and reasonable value of board, lodging and other facilities customarily furnished by employers to their employees and laborers; and
 - (c) investigate conditions of home work and similar jobs paid on piece, task or commission basis to determine compliance with the Minimum Wage Law.
- c. The Agricultural Wage Section shall have the following functions, among others:
- (1) set standards and procedures, devise forms, prescribe rules and regulations and provide policy guidance and consultative services relating to the enforcement of the Sugar Act of 1952;
 - (2) conduct research, and study and analyze such data and information as may be useful in carrying out the above responsibilities; and
 - (3) pending decentralization of related operating functions to Regional Offices, which shall be determined by the Secretary:
 - (a) investigate and determine the share and such other benefits corresponding to workers in sugarcane plantations as provided by law, and
 - (b) supervise the distribution of such share and other benefits to the workers concerned.
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Sec. 25. In the event of decentralization of the operating functions mentioned in Sub-sections b(3) and c(3) of Section 24 above, personnel involved shall be reassigned to the regions under the administrative supervision of Regional Administrators concerned; applicable appropriations, property, equipment and records shall be reallocated accordingly.

Functions of the Labor Standards Commission

Sec. 26. The functions, powers, duties and responsibilities of the Labor Standards Commission shall consist of those provided in Sections 18 through 20 of the Plan.

Functions of the Bureau of Workmen's Compensation

Sec. 27. The Bureau of Workmen's Compensation, hereinafter referred to under this title as the "Bureau," shall operate primarily as a planning, policy-making, consultative and advisory entity in the administration and enforcement of the Workmen's Compensation Act as it relates to the registration of covered employers' establishments; collection of requisite fees, contributions and other assessments as provided by law; evaluation of compensable disabilities; and the settlement of non-controverted claims, all of which activities are heretofore performed by the present Workmen's Compensation Commission which is abolished. The Bureau shall be responsible for the promulgation of rules, regulations and standards; for formulating and initiating plans and programs; and for developing and defining operating procedures for the guidance and compliance of Regional Offices. The Bureau shall also provide such technical assistance as may be required in the review of cases appealed from Regional Offices to the newly created Workmen's Compensation Commission.

Sec. 28. The Bureau shall have a Finance and Registration Division, an Evaluation Division and a Claims Settlement Division.

Sec. 29. The Finance and Registration Division shall handle functions of the Bureau relating to the registration of covered employers' establishments and the collection of requisite fees, contributions and other assessments as provided by law. This Division shall have a Registration Section and a Finance Section, with corresponding duties and responsibilities as follows:

- a. The Registration Section shall have the following functions, among others:
 - (1) devise forms and set standards and procedures for the registration of covered employers' establishments and the collection of requisite fees, and keep central records of such registrations; and
 - (2) prepare and maintain a master list of all registered employers' establishments classified as to capital, hazardous and less hazardous, nature of business and incidence of accidents.
 - b. The Finance Section shall the have the following functions, among others:
 - (1) set procedures and devise forms for the collection of yearly contributions to the Workmen's Compensation Fund from insurance carriers and uninsured employers at rates prescribed by law;
 - (2) determine amount of deficiency in the Workmen's Compensation Fund and, should there be any, make proportionate assessments upon both insurance carriers and uninsured employers; and
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- (3) determine amount of deposit which the national, provincial and municipal governments, as well as government corporations, should make to guarantee payment of compensation liabilities on the basis of premiums they have to pay if their employees were insured.

Sec. 30. The Evaluation Division shall set procedures, standards and policies with respect to the evaluation and rating of compensable disabilities; appraise complicated disability rating cases upon request of Regional Administrators or upon appeal of decisions of Regional Offices to the Workmen's Compensation Commission; and provide medical services to personnel of the Department.

Sec. 31. The Claims Settlement Division shall set standards, procedures and policies relating to the processing and examination of claims, adjudication of non-controverted cases and the computation of compensation payment on the basis of established disability ratings; and shall appraise complicated cases upon request of Regional Administrators or upon appeal of decisions of Regional Offices to the Workmen's Compensation Commission.

Functions of the Workmen's Compensation Commission

Sec. 32. The functions, powers, duties and responsibilities of the Workmen's Compensation Commission shall consist of those quasi-legislative and quasi-judicial functions, powers, duties and responsibilities now vested by law (Act No. 3428, as amended by Republic Act No. 772) in the Commissioner and Deputy Commissioner of Workmen's Compensation, as further amended by Section 12 of the Plan: Provided, That any provision of law or rules of court to the contrary notwithstanding, all cases falling under the Workmen's Compensation Law shall be filed and heard in the Regional Office where the respondent or any of the respondents resides or may be found, or where the claimant or any of the claimants resides, at the election of the claimant.

Functions of the Bureau of Labor Relations

Sec. 33. The Bureau of Labor Relations, hereinafter referred to under this title as the "Bureau," shall serve in a planning, policy-making, consultative and advisory capacity in the promotion and maintenance of industrial peace as envisioned under Republic Act Numbered Eight hundred and seventy-five, otherwise known as the Magna Charta of Labor. The Bureau shall be responsible for the formulating and initiating plans and programs, and for developing and defining operating standards and procedures relating to the conciliation of labor disputes and the supervision of labor union activities, for the guidance and compliance of Regional Offices. Bureau personnel may participate in the conciliation of major disputes or assist in Regional Offices having temporarily heavy conciliation work load. The Bureau shall have final authority over all matters relating to the registration of labor unions, including the denial of registration and cancellation of permits. The Bureau shall provide such services and assistance as the Labor Management Advisory Council may require, and initiate and arrange for periodic conferences on a local, regional or national level for the consideration of such matters as will promote improved labor-management relations. The Bureau shall have a Conciliation Division and a Labor Organization Division.

Sec. 34. The Conciliation Division shall handle functions of the Bureau relating to the conciliation of disputes; and shall have a Mediation and Conciliation Section and a Research, Statistics and Accounts Examination Section, with corresponding duties and responsibilities as follows:

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- a. The Mediation and Conciliation Section shall have the following functions, among others:
- (1) set policy standards, formulate administrative procedures and provide consultative services relating to the mediation and conciliation of labor disputes; and
 - (2) participate in the actual conciliation of disputes arising in the regions as directed, and assist the parties in obtaining governmental facilities for voluntary arbitration.
- b. The Research, Statistics and Accounts Examination Section shall have the following functions, among others:
- (1) conduct research and render opinion on legal points that may arise or be raised in conciliation proceedings;
 - (2) conduct research and provide legal consultative services in the interpretation, implementation and operation of the Magna Charta of Labor;
 - (3) compile collective bargaining agreements, orders, awards and decisions on industrial disputes, and other data for information and guidance of interested parties, particularly employers and labor unions;
 - (4) provide such services and assistance as the Labor Management Advisory Council may require in the performance of its functions;
 - (5) assist in drafting collective bargaining agreements and participate in conciliation proceedings as directed;
 - (6) provide instructions and procedures for the examination of financial accounts of employers' establishments involved in disputes and the analysis of reports thereon, and actually perform these examination and analysis if necessary; and
 - (7) coordinate with the Labor Statistics Division in the compilation and evaluation of needed data and information on labor-management relations.

Sec. 35. The Labor Organization Division shall handle functions of the Bureau relating to the registration of labor unions, supervision of labor union activities and labor education. This Division shall have a Hearing and Certification Section and a Registration and Labor Education Section, with corresponding duties and responsibilities as follows:

- a. The Hearing and Certification Section shall have the following functions, among others:
- (1) determine compliance by labor unions with requirements to maintain themselves in good standing as prescribed by law, and prepare corresponding actions such as setting hearings and issuing notices to parties;
 - (2) set policy standards and prepare rules, regulations and instructions relative to the conduct of hearings on denial of registration and cancellation of permits, and the conduct of certification elections, also providing required election forms and other materials;
 - (3) prepare decisions and/or orders relative to hearings conducted by designated field personnel;
 - (4) certify to the Court of Industrial Relations the results of certification elections conducted pursuant to the order of said Court;
 - (5) keep and maintain registry and entry books of notices issued, proceedings conducted, decisions and/or orders rendered, lists of establishments where certification elections
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- had been conducted, units certified to the Court of Industrial Relations, votes involved, and other related data; and
- (6) observe election of union officers upon request of unions concerned and upon direction of superior officers in the Department.
- b. The Registration and Labor Education Section shall have the following functions, among others:
- (1) receive and process documents and data on applicant labor organizations, prepare and issue corresponding registration certificates, and keep and maintain a registry of labor organizations;
 - (2) prepare maps, charts and graphs showing the monthly, quarterly, semi-annual and annual registration of labor organizations;
 - (3) arrange the holding of labor and management seminars in cooperation with appropriate public and private agencies;
 - (4) gather and compile data and information and prepare materials relating to labor education;
 - (5) maintain liaison contacts with appropriate public and private agencies regarding labor information matters;
 - (6) compile and consolidate materials, data and information on labor education secured from governmental and other entities; and
 - (7) provide such information as may be of interest to labor organizations.

Functions of the Regional Offices

Sec. 36. The functions, powers, duties and responsibilities of each Regional Office shall include the following, among others:

- a. administer, direct and coordinate all labor services and activities in the region subject to direct authority from the Office of the Secretary through the Director of Field Operations;
- b. execute and implement policy standards, rules, regulations and work plans laid down by appropriate headquarters entities relative to the administration and enforcement of labor laws; and
- c. render administrative decisions on all labor cases within the limits of delegated authority: Provided, That the original and exclusive jurisdiction over workmen's compensation cases conferred upon Regional Offices by Section 25 of the Plan shall not bar a workman's recourse to a court of competent jurisdiction: And provided, further, That a workman cannot prosecute his claim both in the Regional Office and in the court.

Sec. 37. Unless otherwise provided by law or competent authority, the Department shall have eight Regional Offices, the respective jurisdictions, boundaries and headquarters offices of which shall be in conformance with Reorganization Plan No. 53-A and its Implementing Details.

Sec. 38. Each Regional Office shall have an Administrative Section, a Legal Advisor, an Inspection Section and a Labor Operations Section, except that the Regional Office with headquarters in Manila shall have in addition a Hearing Section separate from the Labor Operations Section.

Sec. 39. Subject to policy instructions, standards, rules and regulations established by appropriate headquarters entities, and under the administrative supervision, direction and control of the Regional Administrator, the Administrative Section shall have the following functions, among others:

- a. prepare budget proposals for review and consolidation into the Departmental budget;
- b. keep control over budgeted expenditures and account for the same;
- c. collect and disburse funds including the payment of salaries and wages of regional personnel;
- d. maintain equipment and other property;
- e. maintain and operate a central service for transportation;
- f. process requisitions for equipment and supplies and make corresponding purchases;
- g. handle personnel matters; and
- h. provide messengerial and general utility services.

Sec. 40. Subject to policy instructions, standards, rules and regulations established by appropriate headquarters entities, and under the administrative supervision, direction and control of the Regional Administrator, the Legal Advisor and his staff shall have the following functions, among others:

- a. provide general legal staff assistance to the Regional Administrator, and provide legal counsel and interpretation to regional personnel;
- b. review for the Regional Administrator all regional administrative settlements of labor cases;
- c. participate in all enforcement litigations brought to the courts; and
- d. prepare briefs, memoranda or decisions with respect to such cases.

Sec. 41. Subject to policy instructions, standards, rules and regulations established by appropriate headquarters entities, and under the administrative supervision, direction and control of the Regional Administrator, the Inspection Section shall have the following functions, among others:

- a. make periodic inspections of every industrial, commercial and agricultural establishment to check on compliance with labor standards and other working conditions;
- b. make informal administrative settlements of violations within prescribed policy standards;
- c. inspect boilers, pressure vessels, mechanical and electrical installations, and work places for safety purposes;
- d. report all instances of violation and non-compliance in prescribed form, and call all matters requiring action to the attention of the other sections of the Office;
- e. collect such labor statistics as may be required by the central office; and
- f. register employers' establishments under the Workmen's Compensation Law and the Industrial Safety Law.

Sec. 42. Subject to policy instructions, standards, rules and regulations established by appropriate headquarters entities, and under the administrative supervision, direction and control of the Regional Administrator, the Labor Operations Section shall have the following functions, among others:

- a. conduct investigation and informal settlement of workmen's compensation and labor standards claims;
 - b. mediate in and conciliate labor disputes;
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- c. supervise labor union activities including the holding of certification elections; and
- d. hear and adjudicate workmen's compensation and labor standards claims.

Provincial and Local Offices

Sec. 43. As and when operations justify, and within the limits of authorized appropriations, the Secretary may establish provincial and local offices under the direct authority of Regional Offices. Provincial and local offices so established shall perform such functions and duties and discharge such responsibilities as may be delegated, subject to the immediate technical and administrative supervision of appropriate sections in the Regional Offices concerned.

Sec. 44. Pending establishment of such provincial and local offices, there shall be stationed in each province at least one labor attorney and/or one labor inspector, with their corresponding duties and responsibilities as follows:

- a. The labor attorney shall have the following functions, among others:
 - (1) make initial administrative adjustments in both labor standards and workmen's compensation cases;
 - (2) serve as mediator in disputes, and assist in conciliation proceedings;
 - (3) assist in the presentation of cases of labor law violations to the courts; and
 - (4) supervise labor union activities including the holding of certification elections.
- b. The labor inspector shall have the following functions, among others:
 - (1) make periodic inspections of every industrial, commercial and agricultural establishment to check on compliance with labor standards and other working conditions;
 - (2) make informal administrative settlements of violations within policy standards and instructions applying to the particular situation;
 - (3) report all instances of violations and non-compliance in prescribed form, such reports to serve as the bases for consideration of proper cases before a hearing officer in the Regional Office or for presentation of cases to the courts by the labor attorneys;
 - (4) collect such labor statistics as may be required by the central office; and
 - (5) assist in the registration of employers' establishments under the Workmen's Compensation Law and the Industrial Safety Law.

Transitory Provision on Legal Aid Function

Sec. 45. Pending assumption of the legal aid function by the Department of Justice as discussed in Section 26 of the Plan, legal personnel of the Department shall perform the following functions, among others:

- a. bring suit in courts gratuitously for indigent persons, particularly laborers, servants and their immediate families, involving claims for support by abandoned wives and/or children, recovery of property, ejectment and other related cases;
- b. defend gratuitously indigent accused persons in criminal cases when, after due investigation, the interest of justice will be served thereby; and

- c. upon proper notification by the party concerned, represent tenants in all agricultural tenancy cases wherein a tenant cannot afford to be represented by counsel.

REALLOCATION OF APPROPRIATIONS

Sec. 46. From the total appropriations authorized for the period from July first, nineteen hundred and fifty-six to June thirtieth, nineteen hundred and fifty-seven, consisting of the following:

a. Under Republic Act Numbered 1600

(1) Office of the Secretary		
General Fund	₱ 441,600.00	
Special Fund	<u>8,360.00</u>	₱ 449,960.00
(2) Bureau of Labor		
General Fund		437,410.00
(3) National Employment Service		
General Fund		107,200.00
(4) Wage Administration Service		
General Fund		431,680.00
(5) Workmen's Compensation Commission		
Special Fund		405,333.00
(6) Industrial Safety Engineering Division		
Special Fund	<u>482,830.00</u>	
		<u>₱2,314,413.00</u>

the following sums, subject to adjustment by the Commissioner of the Budget based on the unexpended balance of the appropriations available as of the effective date of these Implementing Details, are reallocated for the operation of the Department during the period from July first, nineteen hundred and fifty-six to June thirtieth, nineteen hundred and fifty-seven, except where otherwise provided:

A. Funds Transferred Out

The following sums are transferred from the Department:

a. To the Department of Health: salaries of the positions transferred pursuant to Section 17(a) of the Plan		₱ 13,200.00
(1) General Fund	<u>₱ 13,200.00</u>	
b. For implementation of Plan No. 2-A.....		₱ 8,100.00
(1) General Fund	₱ 1,960.00	
(2) Workmen's Compensation Fund (Special Fund).....	1,260.00	
(3) Safety Inspection Fund (Special Fund).....	<u>4,880.00</u>	
Total.....	<u>₱ 8,100.00</u>	
Total Funds transferred out.....		<u>₱ 21,300.00</u>

B. Current Operating Expenditures

(I) Office of the Secretary

PROGRAM I: GENERAL ADMINISTRATION AND STAFF SERVICES

For general administration of the Department and staff services including legal services, research and statistics, and expenses for representation to the International Labour Organisation and other international conferences as may be authorized	P 365,271.00
(1) Legal Services	P 37,440.00
(2) Research and Statistics	42,160.00
(3) International Labor Representation	33,000.00
(4) General Administration	252,671.00
Total	<u>P 365,271.00</u>

PROGRAM II: FIELD SERVICES

For field services including compliance and enforcement activities, services for workers, and general administration of Regional Offices: <u>Provided</u> , That any provision of existing law to the contrary notwithstanding, labor inspector shall be distributed in the different provinces: <u>Provided</u> , <u>Further</u> , That there shall be at least one labor inspector in each province: <u>And Provided</u> , <u>Finally</u> , That the appropriation under this item shall not be released until the requirement of the last preceding proviso is complied with	P1,115,600.00
(1) Compliance and Enforcement Activities	P 487,289.00
(2) Services for Workers	445,731.00
(3) General Administration	182,580.00
Total	<u>P1,115,600.00</u>

PROGRAM III: MANPOWER SERVICES

For manpower services including employment and supervisory services, and general administration of the Office of Manpower Services: <u>Provided</u> , That P7,200 shall be available for the unpaid salary of the Deputy Commissioner from July 1, 1955 to June 30, 1956	178,882.00
(1) Employment and Supervisory Services	P 104,082.00
(2) General Administration	74,800.00
Total	<u>P 178,882.00</u>
Total for current operating expenditures of the Office of the Secretary	<u>P1,659,753.00</u>

(2) Bureau of Labor Standards

PROGRAM I: ADMINISTRATION AND ENFORCEMENT OF LAWS ON LABOR STANDARDS

For administration and enforcement of laws on labor standards including policy guidance and consultative services, compliance and enforcement activities, and general administration and the expenses of the Labor Standards Commission: Provided, That each member of the Wage Boards shall be paid for not more than 30 meetings actually attended during the year: Provided, Further, That only members of Safety Advisory Council who are not government employees shall receive per diems of ₱20 each for every meeting actually attended four times a month: Provided, Furthermore, That the amount of ₱24,900 from the Safety Inspection Fund shall be available as contribution of the Government for employees' life and retirement insurance premiums in the Government Service Insurance System: And Provided, Finally, That the amounts of ₱8,450 and ₱5,100 from the Safety Inspection Fund shall be reimbursed to the Budget Commission and the General Auditing Office for accounting and auditing services, respectively

		₱ 293,410.00
(1) Policy Guidance and Consultative Services	₱ 146,700.00	
(2) Compliance and Enforcement Activities	50,220.00	
(3) General Administration	96,490.00	
Total	<u>₱ 293,410.00</u>	
Total for current operating expenditures of the Bureau of Labor Standards		<u>₱ 293,410.00</u>

(3) Bureau of Workmen's Compensation

PROGRAM I: ADMINISTRATION AND ENFORCEMENT OF LAWS ON WORKMEN'S COMPENSATION

For administration and enforcement of laws on workmen's compensation including policy guidance and consultative services, and general administration and the expenses of the Workmen's Compensation Commission: Provided, That the amount of ₱960 shall be available for the payment of per diems to the four members of the Workmen's Compensation Advisory Committee who are not government employees at ₱10 each for every meeting actually attended not to exceed 24 meetings a year: Provided, Further, That the amount of ₱15,600 shall be available for the payment of the Commissioner's withheld salary during the period of his suspension from 1938 to 1940: And Provided, Finally, That the amount of ₱25,430 shall be available as contribution of the Government for employees life and retirement insurance premiums in the Government Service Insurance System

		₱ 218,250.00
(1) Policy Guidance and Consultative Services	₱ 88,920.00	
(2) General Administration	129,330.00	
Total	<u>₱ 218,250.00</u>	
Total for current operating expenditures of the Bureau of Workmen's Compensation		<u>₱ 218,250.00</u>

(4) Bureau of Labor Relations

PROGRAM I: PROMOTION AND MAINTENANCE OF INDUSTRIAL PEACE

For promotion and maintenance of industrial peace including policy guidance and consultative and supervisory services relating to the conciliation of industrial disputes and the supervision of labor unions: Provided, That the amount of ₱500 shall be available for the payment of per diems to the Chairman and members of the Labor-Management Advisory Council who are not government employees at rates not exceeding ₱5 each for every meeting actually attended: And Provided, Further, That the amount of ₱15,000 shall be available for expenses for the labor-management congress

	₱ 121,700.00
(1) Policy Guidance and Consultative and Supervisory Services	<u>₱ 121,700.00</u>
Total for current operating expenditures of the Bureau of Labor Relations	<u>₱ 121,700.00</u>

Summary

Total for the Office of the Secretary	₱1,659,753.00
Total for the Bureau of Labor Standards	293,410.00
Total for the Bureau of Workmen's Compensation	218,250.00
Total for the Bureau of Labor Relations	<u>121,700.00</u>
Total for current operating expenditures of the Department	<u>₱2,293,113.00</u>

C. Special Provisions

- (1) The total current operating expenditures of ₱2,293,113.00 authorized for the Department in these Implementing Details shall be paid out of the following funds:

a. General Fund.....	₱1,402,730.00
b. Tenement House Revolving Fund (Special Fund).....	8,360.00
c. Workmen's Compensation Fund (Special Fund).....	404,073.00
d. Safety Inspection Fund (Special Fund)	<u>477,950.00</u>
Total.....	<u>₱2,293,113.00</u>

- (2) Any provision of law to the contrary notwithstanding, any receipt accruing to the Safety Inspection Fund which is in excess of the amount herein appropriated to be paid out of said Fund may be available for expenditure upon approval by the President.

D. General Provisions

The "General Provisions" of Republic Act Numbered Sixteen hundred, to which reference is hereby made, shall remain in full force and effect and is made a part of this Section on "Reallocation of Appropriations," except that Section 16 thereof, "Officials entitled to transportation allowance," is modified to include therein the Director of Labor Standards as ex-officio Labor Standards Commission Chairman and the Director of Workmen's Compensation as ex-officio Workmen's Compensation Commission Chairman, as among those granted a commutable transportation allowance of two hundred pesos each per month, and the two Associate Labor Standards Commissioners, the two Associate Workmen's Compensation Commissioners and the Director of Labor Relations, one hundred

pesos each per month; and to exclude therefrom the Director of Labor, the Chief, Wage Administration Service and the Commissioner, Workmen's Compensation Commission, whose positions are abolished. Section 17 thereof, "Bureaus and offices entitled to use, operate and maintain government motor vehicles and launches," is also modified to exclude items 36 and 40, the entities involved having been abolished, and to have item 39 read: "The Department of Labor for the use of field personnel in the enforcement of labor laws throughout the Philippines, and for the use of its headquarters entities in making field inspections, special investigations and economic surveys necessary for the administration of labor laws."

STAFFING PATTERN

Sec. 47. The following Staffing Pattern by project activity is provided for the Department for the period from the effective date of these Implementing Details to June thirtieth, nineteen hundred and fifty-seven, subject to the provisions of Reorganization Plans Nos. 1-A, 2-A and 3-A, except that authority is hereby granted to the Secretary, subject to approval of the Commissioner of the Budget, to make necessary salary adjustments resulting from final selection of personnel to fit the positions in the Staffing Pattern, in order that no incumbent receives a reduction in salary, and further to make necessary salary adjustments resulting from new appointments, promotions, or salary increases: Provided, That no such adjustment may result in a salary rate which exceeds the minimum of the applicable salary range as provided in Reorganization Plan No. 2-A: Provided, further, That new appointments, promotions and salary increases presently pending which would exceed the maximum rate of the appropriate salary range are cancelled until further notice: And provided, finally, That nothing in the said Staffing Pattern shall be construed as depriving the Government Survey and Reorganization Commission, during its existence and the Commissioner of the Budget thereafter, of its powers to make changes therein, to correct mistakes, discriminations or other injustices that may, in its opinion, have been committed in the preparation thereof:

(1) Office of the Secretary

PROGRAM I: GENERAL ADMINISTRATION AND STAFF SERVICES

Project 1: Legal Services

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
LEGAL SERVICES DIVISION			
Departmental Legal Counsel (Chief of Division)	<u>1</u>	(54)	<u>₱ 5,400.00</u>
<u>Legal Consultation Section</u>			
Research Attorney II (Chief of Section)	1	(41)	₱ 4,800.00
Research Attorney I	2	(34)	6,192.00
Stenographer	1	(25)	<u>1,660.00</u>
	<u>4</u>		<u>₱ 12,672.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Legal Operation Section</u>			
Trial Attorney II (Chief of Section)	1	(41)	₱ 2,400.00
Trial Attorney I	3	(37)	8,880.00
Stenographer	1	(25)	2,400.00
	<u>5</u>		<u>₱ 13,680.00</u>
Total Permanent Positions-Salary (Project 1)	<u>10</u>		<u>₱ 31,752.00</u>

Project 2: Research and Statistics

LABOR STATISTICS DIVISION

Supervising Economist (Chief of Division)	1	(48)	₱ 5,100.00
Senior Economist	1	(43)	3,720.00
Economist II	2	(39)	5,160.00
Information Editor II	1	(36)	1,440.00
Statistician I	2	(33)	5,520.00
Librarian	1	(27)	1,440.00
Statistical Aide	2	(25)	4,224.00
Stenographer	1	(25)	1,440.00
Illustrator I	1	(24)	1,800.00
Clerk I	1	(23)	1,680.00
Clerical Aide	1	(18)	1,440.00
Total Permanent Positions-Salary (Project 2)	<u>14</u>		<u>₱ 32,964.00</u>

Project 3: International Labor Representation

No personnel.

Project 4: General Administration

OFFICE OF THE SECRETARY

Secretary of Department	1	Exempt	₱ 12,000.00
Undersecretary of Department	1	Exempt	9,000.00
Senior Executive Assistant I	1	(43)	3,720.00
Private Secretary	1	(40)	3,600.00
Secretary	2	(30)	2,880.00
Stenographer	1	(25)	1,440.00
	<u>7</u>		<u>₱ 32,640.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
TECHNICAL AND MANAGEMENT STAFF			
Head Executive Assistant (Assistant to the Secretary)	1	(55)	₱ 5,100.00
Senior Executive Assistant II (Management Assistant)	1	(50)	5,100.00
Public Relations Officer III (Public Information Officer)	1	(46)	5,100.00
Labor Information Officer	1	(39)	2,160.00
Training Officer	1	(36)	2,160.00
Stenographer	1	(25)	1,800.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>7</u>		<u>₱ 22,860.00</u>
FISCAL AND PERSONNEL DIVISION			
Administrative Officer IV (Chief of Division)	1	(50)	₱ 5,100.00
Stenographer	<u>1</u>	(25)	<u>1,680.00</u>
	<u>2</u>		<u>₱ 6,780.00</u>
<u>Finance Section</u>			
Budget Officer III (Chief of Section)	1	(45)	₱ 5,100.00
Budget Officer I	1	(39)	2,940.00
Supply Officer II (Procurement Officer)	1	(37)	1,920.00
Budget Examiner II	2	(36)	5,160.00
Budget Aide	1	(25)	1,440.00
Clerk II	<u>1</u>	(25)	<u>1,440.00</u>
	<u>7</u>		<u>₱ 18,000.00</u>
<u>Cash Collection and Disbursement Section</u>			
Cashier II (Chief of Section)	1	(35)	₱ 2,160.00
Cashier I	1	(32)	3,120.00
Clerk I	1	(23)	1,440.00
Cashier Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 8,160.00</u>
<u>Personnel Section</u>			
Personnel Officer II (Chief of Section)	1	(43)	₱ 5,400.00
Senior Personnel Aide	1	(30)	2,400.00
Personnel Aide	<u>2</u>	(25)	<u>4,344.00</u>
	<u>4</u>		<u>₱ 12,144.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
GENERAL SERVICES DIVISION			
Supply Officer III (Chief of Division)	<u>1</u>	(43)	<u>₱ 5,100.00</u>
<u>Records Section</u>			
Records Officer II (Chief of Section)	1	(33)	₱ 2,760.00
Supervising Clerk I	1	(30)	2,280.00
Clerk II	2	(25)	3,360.00
Clerk I	4	(23)	5,760.00
Clerical Aide (Messenger)	<u>6</u>	(18)	<u>8,640.00</u>
	<u>14</u>		<u>₱ 22,800.00</u>
<u>Property Maintenance Section</u>			
Supply Officer II (Chief of Section)	1	(37)	₱ 2,580.00
Supply Officer I	1	(31)	1,800.00
Clerk II	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 7,260.00</u>
<u>Security and Utility Section</u>			
Security Officer II (Chief of Section)	1	(37)	₱ 2,160.00
Senior Security Guard	1	(24)	1,440.00
Security Guard	2	(22)	2,880.00
Watchman	6	(16)	8,640.00
Janitor	<u>12</u>	(14)	<u>17,280.00</u>
	<u>22</u>		<u>₱ 32,400.00</u>
Total Permanent Positions-Salary (Project 4)	<u>72</u>		<u>₱168,144.00</u>
TOTAL PERMANENT POSITIONS-SALARY (PROGRAM I)	<u>96</u>		<u>₱232,860.00</u>

PROGRAM II: FIELD SERVICES

Project 1: Compliance and Enforcement Activities

REGION NO. 1 (DAGUPAN)

<u>Inspection Section</u>			
Supervising Labor Registration Officer (Chief of Section)	1	(42)	₱ 1,800.00
Industrial Safety Engineer	3	(36)	9,300.00
Labor Agent (Labor Inspector)	16	(32)	₱ 28,440.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerk II	2	(25)	2,880.00
Clerk I	<u>2</u>	(23)	<u>2,880.00</u>
	<u>24</u>		<u>₱ 45,300.00</u>

REGION NO. 2 (TUGUEGARAO, CAGAYAN)

<u>Inspection Section</u>			
Senior Labor Regulation Officer (Chief of Section)	1	(39)	₱ 1,800.00
Industrial Safety Engineer	2	(36)	5,160.00
Labor Agent (Labor Inspector)	4	(32)	6,360.00
Clerk II	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>9</u>		<u>₱ 16,200.00</u>

REGION NO. 3 (MANILA)

<u>Inspection Section</u>			
Labor Regulation Chief (Chief of Section)	1	(46)	₱ 6,000.00
Supervising Labor Regulation Officer (Assistant Chief of Section)	1	(42)	3,960.00
Senior Labor Regulation Officer	1	(39)	2,400.00
Industrial Safety Engineer	8	(36)	25,260.00
Labor Agent (Labor Inspector)	48	(32)	89,292.00
Clerk II	6	(25)	10,944.00
Clerk I	<u>3</u>	(25)	<u>4,680.00</u>
	<u>68</u>		<u>₱142,536.00</u>

REGION NO. 4 (NAGA)

<u>Inspection Section</u>			
Senior Labor Registration Officer (Chief of Section)	1	(39)	₱ 1,800.00
Industrial Safety Engineer	2	(36)	6,960.00
Labor Agent (Labor Inspector)	10	(32)	18,960.00
Clerk II	2	(25)	2,880.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>16</u>		<u>₱ 32,040.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
REGION NO. 5 (ILOILO)			
<u>Inspection Section</u>			
Senior Labor Registration Officer (Chief of Section)	1	(39)	₱ 2,760.00
Industrial Safety Engineer	4	(36)	14,400.00
Labor Agent (Labor Inspector)	12	(32)	24,216.00
Clerk II	2	(25)	2,880.00
Clerk I	1	(23)	1,440.00
	<u>20</u>		<u>₱ 45,696.00</u>

REGION NO. 6 (CEBU)

<u>Inspection Section</u>			
Supervising Labor Registration Officer (Chief of Section)	1	(42)	₱ 2,400.00
Industrial Safety Engineer	4	(36)	11,760.00
Labor Agent (Labor Inspector)	16	(32)	27,960.00
Clerk II	2	(25)	2,880.00
Clerk I	2	(23)	2,880.00
	<u>25</u>		<u>₱ 47,880.00</u>

REGION NO. 7 (ZAMBOANGA)

<u>Inspection Section</u>			
Senior Labor Registration Officer (Chief of Section)	1	(39)	₱ 1,800.00
Industrial Safety Engineer	3	(36)	8,280.00
Labor Agent (Labor Inspector)	11	(32)	22,440.00
Clerk II	1	(25)	1,440.00
Clerk I	1	(23)	1,800.00
	<u>17</u>		<u>₱ 35,760.00</u>

REGION NO. 8 (DAVAO)

<u>Inspection Section</u>			
Supervising Labor Regulation Officer (Chief of Section)	1	(42)	₱ 1,800.00
Senior Labor Regulation Officer	1	(39)	1,440.00
Industrial Safety Engineer	4	(36)	11,400.00
Labor Agent (Labor Inspector)	11	(32)	20,640.00
Clerk II	2	(25)	3,420.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerk I	<u>2</u>	(23)	<u>2,880.00</u>
	<u>21</u>		<u>₱ 41,580.00</u>
Total Permanent Positions-Salary (Project 1)	<u>200</u>		<u>₱ 416,992.00</u>

Project 2: Services for Workers

REGION NO. 1 (DAGUPAN)

<u>Legal Advisor</u>			
Legal Officer III (Legal Adviser)	1	(41)	₱ 2,580.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 4,020.00</u>

Labor Operations Section

Supervising Labor Regulation Officer (Chief of Section)	1	(42)	₱ 2,160.00
Labor Conciliator	1	(39)	2,160.00
Hearing Officer I	2	(37)	5,880.00
Legal Officer I (Labor Attorney)	9	(34)	19,980.00
Stenographer	2	(25)	2,880.00
Clerk II	1	(25)	1,980.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>17</u>		<u>₱ 36,480.00</u>

REGION NO. 2 (TUGUEGARAO, CAGAYAN)

<u>Legal Advisor</u>			
Legal Officer II (Legal Adviser)	1	(37)	₱ 1,800.00

Labor Operations Section

Senior Labor Regulation Officer (Chief of Section)	1	(39)	₱ 2,580.00
Hearing Officer I	1	(37)	1,680.00
Legal Officer I (Labor Attorney)	4	(34)	9,108.00
Stenographer	1	(25)	1,440.00
Clerk II	<u>1</u>	(25)	<u>1,680.00</u>
	<u>8</u>		<u>₱ 16,448.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
REGION NO. 3 (MANILA)			
<u>Legal Advisor</u>			
Assistant Chief Legal Officer (Legal Advisor)	1	(47)	₱ 2,400.00
Legal Officer II	2	(37)	5,340.00
Stenographer	1	(25)	1,800.00
Clerk II	1	(23)	1,440.00
	<u>5</u>		<u>₱ 10,980.00</u>
<u>Labor Operations Section</u>			
Labor Regulation Chief (Chief of Section)	1	(46)	₱ 2,580.00
Supervising Labor Regulation Officer (Assistant Chief of Section)	1	(42)	1,800.00
Senior Labor Regulation Officer	1	(39)	2,580.00
Labor Conciliator	5	(39)	17,820.00
Legal Officer II (Labor Attorney)	2	(37)	4,560.00
Legal Officer I (Labor Attorney)	23	(34)	52,932.00
Labor Conciliation Aide	5	(29)	9,600.00
Stenographer	2	(25)	3,840.00
Clerk II	1	(25)	1,440.00
Clerk I	3	(23)	4,320.00
	<u>44</u>		<u>₱101,472.00</u>
<u>Hearing Section</u>			
Chief Hearing Officer (Chief of Section)	1	(47)	₱ 3,960.00
Hearing Officer II	1	(39)	3,960.00
Hearing Officer I	5	(37)	11,400.00
Stenographer	5	(25)	8,880.00
Clerk II	2	(25)	2,880.00
Clerk I	2	(23)	2,880.00
	<u>16</u>		<u>₱ 33,960.00</u>
REGION NO. 4 (NAGA)			
<u>Legal Advisor</u>			
Legal Officer III (Legal Advisor)	1	(41)	₱ 2,160.00
Clerk I	1	(23)	1,800.00
	<u>2</u>		<u>₱ 3,960.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Labor Operations Section</u>			
Senior Labor Regulation Officer (Chief of Section)	1	(39)	₱ 2,400.00
Hearing Officer I	1	(37)	2,160.00
Legal Officer I (Labor Attorney)	7	(34)	14,400.00
Stenographer	1	(25)	1,800.00
Clerk II	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>12</u>		<u>₱ 23,640.00</u>
REGION NO. 5 (ILOILO)			
<u>Legal Advisor</u>			
Legal Officer III (Legal Advisor)	1	(41)	₱ 2,560.00
Clerk I	<u>1</u>	(23)	<u>1,800.00</u>
	<u>2</u>		<u>₱ 4,380.00</u>
<u>Labor Operations Section</u>			
Senior Labor Regulation Officer (Chief of Section)	1	(39)	₱ 2,400.00
Labor Conciliator	1	(39)	3,120.00
Hearing Officer I	1	(37)	3,720.00
Legal Officer I (Labor Attorney)	9	(34)	18,120.00
Stenographer	1	(25)	1,440.00
Clerk II	1	(25)	1,800.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>15</u>		<u>₱ 32,040.00</u>
REGION NO. 6 (CEBU)			
<u>Legal Advisor</u>			
Legal Officer III (Legal Advisor)	1	(41)	₱ 2,940.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 4,380.00</u>
<u>Labor Operations Section</u>			
Supervising Labor Regulation Officer (Chief of Section)	1	(42)	₱ 1,800.00
Hearing Officer I	2	(37)	5,412.00
Legal Officer I (Labor Attorney)	9	(34)	18,060.00
Labor Conciliation Aide	1	(29)	1,440.00
Stenographer	2	(25)	3,480.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerk II	2	(25)	2,880.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>18</u>		<u>₱ 34,512.00</u>

REGION NO. 7 (ZAMBOANGA)

<u>Legal Advisor</u>			
Legal Officer III (Legal Advisor)	1	(41)	₱ 1,800.00
Clerk I	<u>1</u>	(23)	<u>1,560.00</u>
	<u>2</u>		<u>₱ 3,360.00</u>

<u>Labor Operations Section</u>			
Senior Labor Regulation Officer (Chief of Section)	1	(39)	₱ 1,800.00
Hearing Officer I	1	(37)	1,800.00
Legal Officer I (Labor Attorney)	7	(34)	15,120.00
Labor Conciliation Aide	1	(29)	1,440.00
Stenographer	1	(25)	1,800.00
Clerk II	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>13</u>		<u>₱ 24,840.00</u>

REGION NO. 8 (DAVAO)

<u>Legal Advisor</u>			
Legal Officer III (Legal Advisor)	1	(41)	₱ 1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 2,880.00</u>

<u>Labor Operations Section</u>			
Supervising Labor Regulation Officer (Chief of Section)	1	(42)	₱ 3,960.00
Senior Labor Regulation Officer	1	(39)	2,160.00
Hearing Officer I	2	(37)	₱ 5,400.00
Legal Officer I (Labor Attorney)	9	(34)	18,120.00
Labor Conciliation Aide	1	(29)	1,800.00
Stenographer	2	(25)	3,600.00
Clerk II	2	(25)	3,960.00
Clerk I	<u>2</u>	(23)	<u>2,880.00</u>
	<u>20</u>		<u>₱ 41,880.00</u>
Total Permanent Positions-Salary (Project 2)	<u>181</u>		<u>₱381,072.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Project 3: <u>General Administration</u>			
OFFICE OF THE SECRETARY			
<u>Field Operations Staff</u>			
Head Labor Administrator (Director of Field Operations)	1	(55)	₱ 7,200.00
Supervising Labor Administrator	3	(52)	18,000.00
Clerk II	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,680.00</u>
	<u>6</u>		<u>₱ 28,320.00</u>

REGION NO. 1 (DAGUPAN)

<u>Office of the Regional Administrator</u>			
Labor Administrator II (Regional Administrator)	1	(46)	₱ 4,200.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 5,640.00</u>
<u>Administrative Section</u>			
Administrative Officer I (Chief of Section)	1	(41)	₱ 2,040.00
Cashier I (Cashier and Supply Officer)	1	(32)	1,800.00
Clerk II (Personnel and Records Clerk)	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
Janitor	<u>1</u>	(14)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 8,160.00</u>

REGION NO. 2 (TUGUEGARAO, CAGAYAN)

<u>Office of the Regional Administrator</u>			
Labor Administrator I (Regional Administrator)	<u>1</u>	(48)	₱ 2,940.00
<u>Administrative Section</u>			
Administrative Officer I (Chief of Section)	1	(41)	₱ 1,440.00
Cashier I (Cashier and Supply Officer)	1	(32)	1,440.00
Clerk II (Personnel and Records Clerk)	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
Janitor	<u>1</u>	(14)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 7,200.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
REGION NO. 3 (MANILA)			
<u>Office of the Regional Administrator</u>			
Labor Administrator III (Regional Administrator)	1	(49)	₱ 2,160.00
Supervising Labor Regulation Officer	1	(42)	1,800.00
Stenographer	1	(25)	1,800.00
	<u>3</u>		<u>₱ 5,760.00</u>

<u>Administrative Section</u>			
Administrative Officer II (Chief of Section)	1	(45)	₱ 1,800.00
Personnel Officer I	1	(37)	1,800.00
Supply Officer II	1	(37)	3,960.00
Cashier I	1	(32)	1,440.00
Clerk II (Records Clerk)	1	(25)	2,160.00
Clerk I	1	(23)	1,680.00
Security Guard	1	(22)	1,440.00
Clerical Aide (Messenger)	1	(18)	1,440.00
Watchman	2	(16)	2,880.00
Janitor	3	(14)	4,320.00
	<u>13</u>		<u>₱ 22,920.00</u>

REGION NO. 4 (NAGA)

<u>Office of the Regional Administrator</u>			
Labor Administrator I (Regional Administrator)	<u>1</u>	(42)	₱ 2,580.00
<u>Administrative Section</u>			
Administrative Officer I (Chief of Section)	1	(41)	₱ 1,440.00
Cashier I (Cashier and Supply Officer)	1	(32)	1,440.00
Clerk II (Personnel and Records Clerk)	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
Janitor	1	(14)	1,440.00
	<u>5</u>		<u>₱ 7,200.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
REGION NO. 5 (ILOILO)			
<u>Office of the Regional Administrator</u>			
Labor Administrator I (Regional Administrator)	1	(42)	₱ 3,120.00
Clerk I	<u>1</u>	(23)	<u>1,800.00</u>
	<u>2</u>		<u>₱ 4,920.00</u>
<u>Administrative Section</u>			
Administrative Officer I (Chief of Section)	1	(41)	₱ 2,280.00
Cashier I (Cashier and Supply Officer)	1	(32)	2,160.00
Clerk II (Personnel and Records Clerk)	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
Janitor	<u>1</u>	(14)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 8,760.00</u>
REGION NO. 6 (CEBU)			
<u>Office of the Regional Administrator</u>			
Labor Administrator II (Regional Administrator)	1	(46)	₱ 5,100.00
Clerk I	<u>1</u>	(23)	<u>1,800.00</u>
	<u>2</u>		<u>₱ 6,900.00</u>
<u>Administrative Section</u>			
Administrative Officer I (Chief of Section)	1	(41)	₱ 2,400.00
Cashier I (Cashier and Supply Officer)	1	(32)	1,440.00
Clerk II (Personnel and Records Clerk)	1	(25)	₱ 1,440.00
Clerk I	1	(23)	1,440.00
Janitor	<u>1</u>	(14)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 8,160.00</u>
REGION NO. 7 (ZAMBOANGA)			
<u>Office of the Regional Administrator</u>			
Labor Administrator I (Regional Administrator)	<u>1</u>	(42)	<u>₱ 2,580.00</u>
<u>Administrative Section</u>			
Administrative Officer I (Chief of Section)	1	(41)	₱ 1,800.00
Cashier I (Cashier and Supply Officer)	1	(32)	2,808.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerk II (Personnel and Records Clerk)	1	(25)	1,800.00
Clerk I	1	(23)	1,440.00
Janitor	<u>1</u>	(14)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 9,288.00</u>

REGION NO. 8 (DAVAO)

Office of the Regional Administrator

Labor Administrator II (Regional Administrator)	1	(46)	₱ 1,800.00
Supervising Labor Regulation Officer	1	(42)	2,160.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 5,400.00</u>

Administrative Section

Administrative Officer I (Chief of Section)	1	(41)	₱ 1,800.00
Cashier I (Cashier and Supply Officer)	1	(32)	2,400.00
Clerk II (Personnel and Records Clerk)	1	(25)	1,980.00
Clerk I	1	(23)	1,440.00
Janitor	<u>2</u>	(14)	<u>2,880.00</u>
	<u>6</u>		<u>₱ 10,500.00</u>
Total Permanent Positions-Salary (Project 3)	<u>70</u>		<u>₱ 147,228.00</u>
TOTAL PERMANENT POSITIONS-SALARY (PROGRAM II)	<u>451</u>		<u>₱ 921,992.00</u>

PROGRAM III: MANPOWER SERVICES

Project 1: Employment and Supervisory Services

OVERSEAS AND FEE-CHARGING EMPLOYMENT AGENCIES UNIT

Employment Service Supervisor (Chief of Unit)	1	(46)	₱ 5,100.00
Employment Service Officer (Investigator)	2	(32)	4,200.00
Employment Service Officer (Employment Agent)	2	(32)	3,240.00
Employment Service Officer (Contract Analyst)	1	(32)	1,680.00
Employment Service Officer (Hearing Officer)	1	(32)	1,680.00
Stenographer	1	(25)	1,560.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>9</u>		<u>₱ 18,900.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
MANILA EMPLOYMENT OFFICE			
<u>Office of the Manpower</u>			
Employment Service Supervisor (Manager)	1	(46)	₱ 3,960.00
Assistant Employment Service Supervisor (Assistant Manager)	1	(41)	2,580.00
Stenographer	1	(25)	1,440.00
	<u>3</u>		<u>₱ 7,980.00</u>
<u>Employer Services Section</u>			
Senior Employment Service Officer (Chief of Section)	1	(37)	₱ 1,800.00
Employment Service Officer (Occupational Analyst)	1	(32)	2,580.00
Employment Service Officer (Employer Relations Representative)	9	(32)	22,164.00
Employment Service Aide (Placement Interviewer)	9	(25)	17,448.00
Clerk I	3	(23)	4,320.00
	<u>23</u>		<u>₱ 48,312.00</u>
<u>Applicant Services Section</u>			
Senior Employment Service Officer (Chief of Section)	1	(37)	₱ 4,800.00
Employment Service Officer (Counselling and Testing Officer)	2	(32)	2,880.00
Employment Service Aide (Application-Taking Interviewer)	4	(25)	₱ 5,760.00
Employment Service Aide (Receptionist)	1	(25)	2,424.00
Clerk I	2	(23)	2,880.00
	<u>10</u>		<u>₱ 18,744.00</u>
Total Permanent Positions-Salary (Project 1)	<u>45</u>		<u>₱ 93,936.00</u>
Project 2: <u>General Administration</u>			
OFFICE OF THE CHIEF OF MANPOWER SERVICES			
Employment Service Commissioner (Chief of Manpower Services)	1	(55)	₱ 5,000.00
Executive Assistant	1	(39)	2,580.00
Stenographer	1	(25)	1,560.00
	<u>3</u>		<u>₱ 10,140.00</u>
EMPLOYMENT SERVICE DIVISION			
Employment Service Supervisor (Chief of Division)	1	(46)	₱ 5,100.00
Stenographer	1	(25)	1,440.00
	<u>2</u>		<u>₱ 6,540.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Plans and Procedures Section</u>			
Senior Employment Service Officer (Chief of Section)	1	(37)	₱ 1,440.00
Employment Service Officer (Procedures Officer)	1	(32)	2,580.00
Employment Service Officer (Training Officer)	1	(32)	1,680.00
Employment Service Officer (Organization and Methods Officer)	1	(32)	3,120.00
Clerk I	<u>1</u>	(23)	<u>1,800.00</u>
	<u>5</u>		<u>₱ 10,620.00</u>
<u>Employment Development and Stabilization Section</u>			
Senior Employment Service Officer (Chief of Section)	1	(37)	₱ 1,560.00
Employment Service Officer (Occupational Analyst)	1	(32)	1,560.00
Employment Service Officer (Industrial Service Representative)	1	(32)	1,440.00
Employment Service Officer (Agricultural Employment Representative)	1	(32)	1,560.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>5</u>		<u>₱ 7,560.00</u>
MANPOWER RESEARCH DIVISION			
Employment Service Supervisor (Chief of Division)	1	(46)	₱ 2,580.00
Senior Employment Service Officer (Labor Economist)	1	(37)	1,800.00
Senior Employment Service Officer (Manpower Utilization Analyst)	1	(37)	1,560.00
Statistician I	1	(33)	3,612.00
Employment Service Officer (Labor Market Analyst)	1	(32)	1,440.00
Employment Service Officer (Occupational Analyst)	1	(32)	1,440.00
Statistical Aide	1	(25)	1,440.00
Stenographer	1	(25)	2,040.00
Illustrator I	1	(24)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>10</u>		<u>₱ 18,792.00</u>
Total Permanent Positions-Salary (Project 2)	<u>25</u>		<u>₱ 53,652.00</u>
Total Permanent Positions-Salary (PROGRAM III)	<u>70</u>		<u>₱ 147,588.00</u>
Total for the Office of the Secretary	<u>617</u>		<u>₱1,315,740.00</u>

(2) Bureau of Labor Standards

PROGRAM I: ADMINISTRATION AND ENFORCEMENT OF LAWS ON LABOR STANDARDS

Project 1: Policy Guidance and Consultative Services

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
HEALTH AND SAFETY DIVISION			
Labor Regulation Chief (Chief of Division)	1	(46)	₱ 5,100.00
Stenographer	<u>1</u>	(25)	<u>2,940.00</u>
	<u>2</u>		₱ 8,040.00
<u>Standards Section</u>			
Supervising Industrial Safety Engineer (Chief of Section)	1	(42)	₱ 5,100.00
Senior Labor Regulation Officer (Doctor of Medicine)	1	(39)	5,100.00
Industrial Safety Engineer (Mechanical Engineer)	1	(36)	3,480.00
Industrial Safety Engineer (Electrical Engineer)	1	(36)	5,100.00
Clerk I	<u>1</u>	(23)	<u>2,196.00</u>
	<u>5</u>		₱ 20,976.00
<u>Safety Education and Organization Section</u>			
Chief Safety Educator (Chief of Section)	1	(40)	₱ 3,720.00
Safety Educator	4	(36)	12,000.00
Stenographer	1	(25)	1,800.00
Clerical Aide	<u>1</u>	(18)	<u>1,440.00</u>
	<u>7</u>		₱ 18,960.00
<u>Research and Publication Section</u>			
Chief Safety Educator (Chief of Section)	1	(40)	₱ 5,112.00
Safety Educator	4	(36)	11,640.00
Stenographer	1	(25)	1,680.00
Illustrator I	1	(24)	1,440.00
Clerical Aide (Mimeograph Operator)	<u>1</u>	(18)	<u>1,716.00</u>
	<u>8</u>		₱ 21,588.00
WOMEN AND MINORS DIVISION			
Labor Regulation Chief (Chief of Division)	1	(46)	₱ 2,580.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>2</u>		₱ 4,020.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Women Section</u>			
Senior Labor Regulation Officer (Chief of Section)	1	(39)	₱ 2,400.00
Labor Regulation Officer	1	(36)	1,800.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 5,640.00</u>
<u>Minors Section</u>			
Senior Labor Regulation Officer (Chief of Section)	1	(39)	₱ 2,940.00
Labor Regulation Officer	1	(36)	3,720.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 8,100.00</u>
INSPECTION SUPERVISION DIVISION			
Labor Regulation Chief (Chief of Division)	1	(46)	₱ 4,800.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>2</u>		<u>₱ 6,240.00</u>
<u>Technical Inspection Supervision Section</u>			
Supervising Industrial Safety Engineer (Chief of Section)	1	(42)	₱ 5,100.00
Industrial Safety Engineer (Mechanical Engineer)	1	(36)	3,720.00
Industrial Safety Engineer (Electrical Engineer)	1	(36)	4,500.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 14,760.00</u>
<u>General Inspection Supervision Section</u>			
Senior Labor Regulation Officer (Chief of Section)	1	(39)	₱ 5,100.00
Labor Regulation Officer	1	(36)	1,800.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 8,340.00</u>
WAGE AND HOUR DIVISION			
Labor Regulation Chief (Chief of Division)	1	(46)	₱ 5,400.00
Stenographer	<u>1</u>	(25)	<u>1,800.00</u>
	<u>2</u>		<u>₱ 7,200.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
<u>Wage Rules and Regulations Section</u>			
Senior Labor Regulation Officer (Chief of Section)	1	(39)	₱ 3,120.00
Legal Officer II	3	(37)	6,780.00
Labor Regulation Officer (Wage Regulation Officer)	1	(36)	2,040.00
Stenographer	1	(25)	1,680.00
Clerk I	1	(23)	2,196.00
	<u>7</u>		<u>₱ 15,816.00</u>
Total Permanent Positions—Salary (Project 1)	<u>48</u>		<u>₱ 139,680.00</u>

Project 2: Compliance and Enforcement Activities

WAGE AND HOUR DIVISION

<u>Evaluation and Certification Section</u>			
Senior Labor Regulation Officer (Chief of Section)	1	(39)	₱ 3,720.00
Labor Regulation Officer (Senior Facility Evaluator)	1	(36)	1,800.00
Labor Regulation Officer (Senior Certification Officer)	1	(36)	2,400.00
Labor Agent (Facility Evaluator)	4	(32)	7,080.00
Labor Agent (Certification Officer)	4	(32)	6,120.00
Clerk II	1	(25)	1,440.00
Clerk I	1	(23)	1,440.00
	<u>13</u>		<u>₱ 24,000.00</u>

<u>Agricultural Wage Section</u>			
Senior Labor Regulation Officer (Chief of Section)	1	(39)	₱ 4,800.00
Labor Regulation Officer (Senior Agricultural Job Analyst)	1	(36)	2,580.00
Labor Agent (Agricultural Job Analyst)	6	(32)	11,340.00
Clerk II	1	(25)	1,680.00
Clerk I	1	(23)	1,440.00
	<u>10</u>		<u>₱ 21,840.00</u>
Total Permanent Positions—Salary (Project 2)	<u>23</u>		<u>₱ 45,840.00</u>

Project 3: General Administration

OFFICE OF THE DIRECTOR

Director of Labor Standards (Ex-officio Labor Standards Commission Chairman)	1	(58)	₱ 7,200.00
Executive Assistant	1	(39)	2,400.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Stenographer	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 12,480.00</u>

LABOR STANDARDS COMMISSION

Labor Standards Commission Chairman (by detail)

Associate Labor Standards Commissioner	2	(54)	₱ 14,400.00
Board Secretary I	1	(38)	1,800.00
Stenographer	1	(25)	1,440.00
Clerk II	1	(25)	1,440.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>6</u>		<u>₱ 20,520.00</u>
Total Permanent Positions—Salary (Project 3)	<u>10</u>		<u>₱ 33,000.00</u>
Total for the Bureau of Labor Standards	<u>81</u>		<u>₱ 218,520.00</u>

(3) Bureau of Workmen's Compensation

PROGRAM I: ADMINISTRATION AND ENFORCEMENT OF THE LAW ON WORKMEN'S COMPENSATION

Project 1: Policy Guidance and Consultative Services

FINANCE AND REGISTRATION DIVISION

Labor Regulation Chief (Chief of Division)	1	(46)	₱ 6,000.00
Senior Labor Regulation Officer	1	(39)	3,960.00
Stenographer	<u>1</u>	(25)	<u>2,400.00</u>
	<u>3</u>		<u>₱ 12,360.00</u>

Finance Section

Senior Actuarial Computer (Chief of Section)	1	(32)	₱ 2,760.00
Actuarial Computer	4	(28)	9,060.00
Clerk I	<u>2</u>	(23)	<u>3,120.00</u>
	<u>7</u>		<u>₱ 14,940.00</u>

Registration Section

Supervising Clerk I (Chief of Section)	1	(30)	₱ 3,120.00
Senior Clerk	1	(27)	2,676.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerk II	2	(25)	4,320.00
Clerk I	4	(23)	6,600.00
Clerical Aide (Mimeograph Operator)	<u>1</u>	(18)	<u>1,440.00</u>
	<u>9</u>		<u>₱ 18,156.00</u>

CLAIMS SETTLEMENT DIVISION

Labor Regulation Chief (Chief of Division)	1	(46)	₱ 5,100.00
Senior Labor Regulation Officer	2	(39)	6,480.00
Clerk II	2	(25)	3,480.00
Clerk I	<u>1</u>	(23)	<u>1,800.00</u>
	<u>6</u>		<u>₱ 16,860.00</u>

EVALUATION DIVISION

Medical Service Supervisor II (Chief of Division)	1	(46)	₱ 5,100.00
Compensation Rating Medical Officer	3	(40)	10,020.00
Pharmacist	1	(31)	1,800.00
Nurse	1	(28)	1,800.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>7</u>		<u>₱ 20,160.00</u>
Total Permanent Positions—Salary (Project 1)	<u>32</u>		<u>₱ 82,476.00</u>

Project 2: General Administration

OFFICE OF THE DIRECTOR

Director of Workmen's Compensation (Ex-officio Workmen's Compensation Commission Chairman)	1	(58)	₱ 8,400.00
Executive Assistant	1	(39)	5,100.00
Stenographer	1	(25)	2,580.00
Clerk I	<u>1</u>	(23)	<u>2,160.00</u>
	<u>4</u>		<u>₱ 18,240.00</u>

WORKMEN'S COMPENSATION COMMISSION

Workmen's Compensation Chairman (by detail)			
Associate Workmen's Compensation Commissioner	2	(54)	₱ 13,200.00
Legal Officer III	6	(41)	22,200.00
Board Secretary I	1	(38)	3,960.00
Stenographer	1	(25)	1,800.00

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
Clerk II	1	(25)	1,560.00
Clerk I	<u>1</u>	(23)	<u>1,680.00</u>
	<u>12</u>		<u>₱ 44,400.00</u>
Total Permanent Positions—Salary (Project 2)	<u>16</u>		<u>₱ 62, 640.00</u>
Total for the Bureau of Workmen's Compensation	<u>48</u>		<u>₱145,116.00</u>

(4) Bureau of Labor Relations

PROGRAM I: PROMOTION AND MAINTENANCE OF INDUSTRIAL PEACE

Project 1: Policy Guidance and Consultative and Supervisory Services

OFFICE OF THE DIRECTOR

Director of Labor Relations	1	(55)	₱ 5,400.00
Executive Assistant	1	(39)	2,160.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>3</u>		<u>₱ 9,000.00</u>

CONCILIATION DIVISION

Chief Labor Conciliator (Chief of Division)	1	(46)	₱ 5,400.00
Stenographer	<u>1</u>	(25)	<u>2,580.00</u>
	<u>2</u>		<u>₱ 7,980.00</u>

Mediation and Conciliation Section

Senior Labor Conciliator (Chief of Section)	1	(41)	₱ 5,400.00
Labor Conciliator	2	(39)	10,200.00
Labor Conciliator Aide	5	(29)	12,000.00
Clerk II	1	(25)	1,800.00
Clerk I	<u>1</u>	(23)	<u>1,440.00</u>
	<u>10</u>		<u>₱ 30,840.00</u>

Research, Statistics and Accounts Examination Section

Research Attorney II (Chief of Section)	1	(41)	₱ 3,120.00
Auditing Examiner II	1	(36)	2,760.00
Research Attorney I	1	(34)	1,800.00
Clerk II	<u>1</u>	(25)	<u>1,440.00</u>
	<u>4</u>		<u>₱ 9,120.00</u>

<u>Class Title</u>	<u>Number</u>	<u>Salary Range</u>	<u>Amount</u>
LABOR ORGANIZATION DIVISION			
Labor Regulation Chief (Registrar of Labor Organizations and Chief of Division)	1	(46)	P 4,500.00
Clerk I	1	(23)	1,680.00
	<u>2</u>		<u>P 6,180.00</u>
<u>Hearing and Certification Section</u>			
Senior Labor Regulation Officer (Chief of Section)	1	(39)	P 3,960.00
Labor Regulation Officer (Labor Union Supervisor)	1	(36)	2,160.00
Legal Officer I	1	(34)	1,920.00
Stenographer	1	(25)	1,800.00
Clerk I	1	(23)	1,440.00
	<u>5</u>		<u>P 11,280.00</u>
<u>Registration and Labor Education Section</u>			
Senior Labor Regulation Officer (Chief of Section)	1	(39)	P 2,580.00
Labor Regulation Officer (Processing Officer)	1	(36)	2,160.00
Labor Regulation Officer (Labor Education Officer)	1	(36)	2,400.00
Clerk II	2	(25)	3,120.00
Clerk I	1	(23)	1,440.00
	<u>6</u>		<u>P 11,700.00</u>
Total Permanent Positions—Salary for the Bureau of Labor Relations	<u>32</u>		<u>P 86,100.00</u>

Summary of Permanent Positions—Salary

Office of the Secretary	617	P1,315,740.00
Bureau of Labor Standards	81	218,520.00
Bureau of Workmen's Compensation	48	145,116.00
Bureau of Labor Relations	<u>32</u>	<u>86,100.00</u>
Total Permanent Positions—Salary for the Department	<u>778</u>	<u>P1,765,476.00</u>

PERSONNEL OF THE DEPARTMENT

Sec. 48. The personnel structure of the Department for the period from the effective date of these Implementing Details to June thirtieth, nineteen hundred and fifty-seven shall conform to the Staffing Pattern provided in these Implementing Details.

Sec. 49. Except where the law provides otherwise, all appointments to positions authorized in the Staffing Pattern shall be subject to the requirements of the civil service and other personnel laws, rules and regulations: Provided, That all personnel in the present staff who meet such requirements shall be employed before consideration is given to the employment of other persons, subject to the approval of the Government Survey and Reorganization Commission and the President.

DELEGATION OF AUTHORITY

Sec. 50. Any delegation of authority required or authorized by these Implementing Details shall be in writing; shall indicate to which officer or class of officers or employees the delegation is made; shall define the extent to which each delegatee will be held responsible for results; and shall vest each delegatee with sufficient authority to enable him to discharge his assigned responsibility. Such delegations, where specifically provided by these Implementing Details, shall be within the limits of the provisions of these Implementing Details: Provided, That nothing in this Section shall be construed to prevent other delegations.

PARTIAL INVALIDITY

Sec. 51. If any provision of these Implementing Details should be held invalid, the other provisions shall not be affected thereby.

TIMING OF ADMINISTRATIVE ACTIONS

Sec. 52. The Secretary shall direct the orderly scheduling of transfers, changes and other transitional actions required by the Plan and by these Implementing Details within sixty days from the effective date of the Implementing Details. In the interim, each entity shall continue to perform its existing functions until such time as the Secretary orders change or cessation and each officer and employee shall continue to perform his duties and to exercise his authority until such time as the Secretary orders otherwise.

Done in the City of Manila, this 10th day of December, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) RAMON MAGSAYSAY
President of the Philippines

By the President:
(SGD.) FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 219

WAIVING THE ADDITIONAL PROGRESSIVE TAXES TO BE COLLECTED FROM,
AND PAID BY, PROPRIETORS AND OPERATORS OF CERTAIN SUGAR MILLS FOR
THE CROP YEAR 1955-1956.

WHEREAS, most of the sugar centrals in the Philippines are still undertaking the rehabilitation of their facilities, including the buildings and dwelling houses of their laborers, which were damaged during the last war, and are incurring heavy expenditures for this purpose;

WHEREAS, some of these centrals have been operating at a loss, and others at profits which are inconsiderable; and

WHEREAS, the imposition of the additional progressive taxes on these centrals would be unduly oppressive and, in a few instances, even confiscatory in effect;

NOW, THEREFORE, I, RAMON MAGSAYSAY, President of the Philippines, do hereby waive the additional progressive taxes to be paid by the proprietors and operators of the following sugar mills for the 1955-1956 crop under Section 2 of Commonwealth Act No. 567:

1. Ormoc Sugar Company Inc., provided that the central shall continue to give its planters transportation allowances as provided for in the revised milling contract between the central and its planters.

2. Bogó-Medellín Milling Co., Inc., provided that improvements being undertaken to increase the capacity of the mill and factory shall be continued and that the increase in the planters' participation of 1-1/2% given since 1952-1953, thus making the planters' participation 57-1/2%, in addition to the escalator clause giving the planters 60% of all sugar and molasses manufactured from and including the 131st milling day, shall be continued to be enforced.

3. Asturias Sugar Central, Inc., provided that the planters' participation shall continue to be increased to 57-1/2%.

4. Central Azucarera Don Pedro.

5. Central Azucarera del Norte.

6. Hind Sugar Company, provided that 55% of the equivalent of the progressive tax shall be paid to the central planters as additional benefits.

7. Central Santos Lopez Co., Inc., provided that the planters' participation shall be increased as follows until the planters' participation will have reached 60% effective the crop year 1957-1958 as provided for in the 10-year contract between the central and the planters:

57% for the crop year 1955-1956;
58-1/2% for the crop year 1956-1957; and
60% effective the crop year 1957-1958.

Done in the City of Manila, this 13th day of December, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). [*Executive Order Nos.: 201 - 220*]. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 220

PROVIDING THAT THE VARIOUS ADMINISTRATIVE ACTIONS REQUIRED BY EXECUTIVE ORDER NO. 209 DATED OCTOBER 19, 1956, AND REORGANIZATION PLAN NO. 60 RELATIVE TO PUBLIC UTILITIES REGULATION AND LAND TRANSPORTATION SHALL BE TAKEN WITHIN SEVENTY DAYS FROM OCTOBER 19, 1956.

Pursuant to the powers vested in me by Republic Act No. 997, as amended by Republic Act No. 1241, I, RAMON MAGSAYSAY, President of the Philippines, do hereby order that the various administrative actions required by Executive Order No. 209 dated October 19, 1956, and Reorganization Plan No. 60 relative to Public Utilities Regulation and Land Transportation shall be taken within seventy (70) days from October 19, 1956.

Section 34 of Executive Order No. 209 dated October 19, 1956, is modified accordingly.

Done in the City of Manila, this 18th day of December, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 201 - 220]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 221
PRESCRIBING THE BASE PAY OF THE CHIEF OF STAFF AND THE VICE CHIEF
OF STAFF OF THE ARMED FORCES OF THE PHILIPPINES.

Pursuant to the authority vested in me by Section 90 of the National Defense Act, as amended, I, RAMON MAGSAYSAY, President of the Philippines, do hereby prescribe the following rates of base pay for the Chief of Staff and the Vice Chief of Staff of the Armed Forces of the Philippines, effective as of July 1, 1956:

Chief of Staff (Lieutenant General)	₱14,000.00 per annum
Vice Chief of Staff (Major General)	₱12,000.00 per annum

Executive Order No. 4, dated July 11, 1946, is hereby modified accordingly.

Done in the City of Manila, this 19th day of December, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) RAMON MAGSAYSAY
President of the Philippines

By the President:
(SGD.) FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 222
CREATING THE MUNICIPALITY OF LIARGAO IN THE PROVINCE OF
ZAMBOANGA DEL SUR.

Pursuant to the provisions of section sixty-eight of the Revised Administrative Code, the barrio of Liargao in the municipality of Aurora, province of Zamboanga del Sur, is hereby segregated from said municipality and constituted into an independent municipality in said province, to be known as the municipality of Liargao.

The municipality of Aurora shall have the same territory minus that comprised in the municipality of Liargao.

The municipality of Liargao shall begin to exist upon the appointment and qualification of the mayor, vice-mayor, and a majority of the councilors thereof and upon the certification by the Secretary of Finance that said municipality is financially capable of implementing the provisions of the minimum Wage Law and providing for all the statutory obligations and ordinary essential services of a regular municipality and that the mother municipality of Aurora, after the segregation therefrom of the territory comprised in the municipality of Liargao, can still maintain creditably its municipal government, meet all its statutory and contractual obligations and provide for the essential municipal services.

Done in the City of Manila, this 28th day of December, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 223
CREATING THE MUNICIPALITY OF SIAY IN THE PROVINCE OF ZAMBOANGA DEL SUR.

Pursuant to the provisions of section sixty-eight of the Revised Administrative Code, there is hereby created in the province of Zamboanga del Sur a municipality to be known as the municipality of Siay to consist of the following barrios and sitios:

From the Municipality of Kabasalan

- | | | |
|--------------|--------------|-------------------|
| 1. Siay | 10. San Jose | 19. Balian |
| 2. Titay | 11. Sibugay | 20. Bato or Tasok |
| 3. Kulasian | 12. Balagen | 21. Talaid Point |
| 4. Lumorac | 13. Camanga | 22. Boyogan |
| 5. Coloy | 14. Dalama | 23. Calapi |
| 6. Labasan | 15. Dipili | 24. Salanagan |
| 7. Mirangan | 16. Bulawan | 25. Balangasan |
| 8. Gandiagan | 17. Sibayat | 26. Balucanan |
| 9. Lalat | 18. Payao | |

From the municipality of Malangas

- | | | |
|------------|-------------|-------------|
| 1. Mali | 3. Mantinaw | 5. Sampuli |
| 2. Balabao | 4. Paruk | 6. Minsulao |

with the seat of government at the barrio of Siay.

The municipalities of Kabasalan and Malangas shall have their respective territories minus the portions thereof which are included in the municipality of Siay.

The municipality of Siay shall begin to exist upon the appointment and qualification of the mayor, vice-mayor, and a majority of the councilors thereof and upon the certification by the Secretary of Finance that said municipality is financially capable of implementing the provisions of the Minimum Wage Law and providing for all the statutory obligations and ordinary essential services of a regular municipality and that the municipalities of Kabasalan and Malangas, after the segregation therefrom of the barrios and sitios comprised in the municipality of Siay, can still maintain creditably their respective municipal governments, meet all their statutory and contractual obligations and provide for the essential municipal services.

Done in the City of Manila, this 28th day of December, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 224

PROVIDING THAT THE VARIOUS ADMINISTRATIVE ACTIONS REQUIRED BY
EXECUTIVE ORDER NO. 209 DATED OCTOBER 19, 1956, AND REORGANIZATION PLAN
NO. 60 RELATIVE TO PUBLIC UTILITIES REGULATION AND LAND TRANSPORTATION
SHALL BE TAKEN ON OR BEFORE JANUARY 15, 1957.

Pursuant to the powers vested in me by Republic Act No. 997, as amended by Republic Act No. 1241, I, RAMON MAGSAYSAY, President of the Philippines, do hereby order that the various administrative actions required by Executive Order No. 209 dated October 19, 1956, and Reorganization Plan No. 60 relative to Public Utilities Regulation and Land Transportation shall be taken on or before January 15, 1957.

Section 34 of Executive Order No. 209 dated October 19, 1956, as amended by Executive Order No. 220 dated December 18, 1956, is hereby further amended accordingly.

Done in the City of Manila, this 28th day of December, in the year of Our Lord, nineteen hundred and fifty-six, and of the Independence of the Philippines, the eleventh.

(SGD.) RAMON MAGSAYSAY
President of the Philippines

By the President:
(SGD.) FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1956). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 225
TERMINATING THE COLLECTION OF TOLLS ON THE TOLL BRIDGES
LISTED HEREUNDER.

It having been certified to this Office that the proceeds from the increased taxes accruing to the Highway Special Fund, pursuant to the provisions of Republic Act No. 1435, is sufficient to liquidate all the outstanding obligations on the toll bridges listed hereunder and upon recommendation of the Board on Toll Bridges and the Commissioner of the Budget and pursuant to the provisions of Section 4 of Act No. 3500, as amended, it is hereby ordered that the collection of tolls on the said bridges be discontinued and that the same be opened free to traffic:

<u>Toll Bridges</u>	<u>Province</u>
1. Taguibu	Agusan
2. Quijao-an	Agusan
3. Basud	Albay
4. Hamtik	Antique
5. Quezon (Inabanga)	Bohol
6. Dummun	Cagayan
7. Pared	Cagayan
8. Labo	Camarines Norte
9. Aklan	Capiz
10. Mambusao	Capiz
11. Ibajay	Capiz
12. Tambac	Capiz
13. Pagaluñgan (Roxas)	Cotabato
14. Guinabasan	Cebu
15. Ising-Tuganany	Davao
16. Tagum	Davao
17. Badoc	Ilocos Norte
18. Bañas	Ilocos Norte
19. Bolo	Ilocos Norte
20. Gilbert	Ilocos Norte
21. Bacarra	Ilocos Norte
22. Bucong	Ilocos Sur
23. Parsua	Ilocos Sur

<u>Toll Bridges</u>	<u>Province</u>
24. Miagao	Iloilo
25. Culasi	Iloilo
26. Siwaragan	Iloilo
27. Embarcadero (Barotac Viejo)	Iloilo
28. Ulian	Iloilo
29. Suagus	Iloilo
30. Balasig	Isabela
31. Agus	Lanao
32. Tubod	Lanao
33. Ibulao	Mt. Province
34. Pagbañagan	Leyte
35. Balete	Mindoro Or.
36. Longos	Mindoro Or.
37. Tipolo (Langaran)	Misamis Occ.
38. Tagaloan	Misamis Or.
39. Hanoban	Negros Occ.
40. Nahalin	Negros Occ.
41. Canaway	Negros Or.
42. La Libertad	Negros Or.
43. Siaton	Negros Or.
44. Talaptap	Negros Or.
45. Omanod	Negros Or.
46. Tibyawan	Negros Or.
47. Ilog-Baliuag	Nueva Ecija
48. Lamut-Bagabag	Nueva Vizcaya
49. Magat (Bagabag)	Nueva Vizcaya
50. Magat (Batu)	Nueva Vizcaya
51. Arayat	Pampanga
52. Tambacan	Pangasinan
53. Quipot	Quezon
54. Marikina	Rizal
55. Taguig	Rizal
56. Antiao	Samar

The outstanding obligations on said bridges for construction cost and interest in accordance with law, should be liquidated from the proceeds of increased taxes indicated hereinabove.

This Order shall take effect on February 1, 1957.

Done in the City of Manila, this 2nd day of January, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 226

**CREATING A NATIONAL CAMPAIGN COMMITTEE TO RAISE FUNDS TO CARRY OUT
OBJECTIVES OF JOSE RIZAL NATIONAL CENTENNIAL COMMISSION.**

WHEREAS, Republic Act No. 1427 authorizes and directs the Jose Rizal National Centennial Commission to organize and undertake a national fund campaign for the purpose of raising funds to finance the construction of a National Cultural Shrine and other memorials provided for therein;

NOW, THEREFORE, I, RAMON MAGSAYSAY, President of the Philippines, do hereby create a National Campaign Committee which shall organize, initiate and carry out a nationwide campaign to raise funds from voluntary contributions from all elements of our population in order to enable the Jose Rizal National Centennial Commission to carry out its objectives defined in Republic Act No. 1427 and Executive Order No. 52, series of 1956. The Committee shall be composed of the following:

The Secretary of Education	Chairman
The Secretary of Finance	Vice-Chair
Mr. Arsenio N. Luz, Consultant of the Jose Rizal National Centennial Commission	General C
The Social Welfare Administrator	Member
The Undersecretary of Labor	"
The Deputy Administrator of Economic Coordination	"
The Administrator, Agricultural Credit and Cooperative Financing Administration	"
The Director of Public Schools	"
The Director of Private Schools	"
The Director of Public Works	"
The President, Philippine National Bank	"
The Chairman, Rehabilitation Finance Corporation	"
Commissioner Sofronio C. Quimson of Civil Affairs, Malacañang	"
The President, University of the Philippines	"
Mr. Vicente Lontok, Member of the Jose Rizal National Centennial Commission	"
Mr. Ramon V. del Rosario, Member of the Jose Rizal National Centennial Commission	"
Dr. Albino Z. SyCip, Chairman of the Board of Directors & General Manager of the China Banking Corporation	"

The President, Philippine Rotary Club	"
The President, Manila Lions Club	"
The President, Chamber of Commerce of the Philippines	"
The President, Philippine Chamber of Industries	Member
The President, Junior Chamber of Commerce	"
The President, Federation of Women's Club	"
The President, Philippine League of Women Voters	"
Mr. Angel M. Tesoro, Assistant Executive Director, Jose Rizal National Centennial Commission	Executive Officer

The goal of the campaign shall be fixed at a minimum amount to supplement existing government appropriations to finance the following projects:

1. The construction of a National Cultural Shrine to be dedicated to Dr. Jose Rizal, such shrine to be composed of –

- a. a National Theatre
- b. a National Museum
- c. a National Library

to be erected preferably on a single site.

2. Improvement of the Rizal Monument at the Luneta and the beautification and landscaping of the surrounding areas.

3. Rehabilitation of the Jose Rizal Cell at Fort Santiago.

4. The erection of a grand monument in honor of Dr. Jose Rizal in the Capitol of the Philippines in Diliman.

5. Acquisition, locally and abroad, of all available Rizaliana materials, such as writings and works of arts of our hero, and about our hero.

6. Procurement of Rizaliana relics and materials available locally and abroad.

7. Translation and printing in the National Language, in English, and in other major dialects of the Philippines of the "NOLI ME TANGERE," "EL FILIBUSTERISMO," and other works of Dr. Jose Rizal, and such works of others about him as are considered necessary in the proper understanding of the meaning of his life and labors.

8. Preparation of the general program of Centenary of Dr. Jose Rizal during the week preceding but including June 19, 1961.

9. Initiate the holding of a National Congress in connection with the Centenary, to which shall be invited as official guests of the Republic of the Philippines such foreign individuals as have become known for their love of Rizal and his works.

10. Arrange for the issuance of commemorative stamps of the centenary.

11. Create Jose Rizal Medals to commemorate the centenary to be awarded to persons and associations having juridical personality who have contributed to the understanding and propagation of the teachings of Rizal.

12. National contest to select a popular but simple biography of Rizal in English and National Language and the translation thereof into other major dialects of the Philippines.

13. Establishment, as far as may be possible, of Rizal Centers in capitals of provinces and chartered cities in the Philippines which will contain a working library and museum on Rizal.

The Committee may, in its discretion and judgment, (1) organize provincial, city and municipal and barrio campaign committees, using as a guide for this purpose Executive Order No, 163, series of 1956, and (2) adopt planning and pertinent details related to the nationwide campaign for funds as well as the execution thereof, and thereafter report the overall program for the campaign to the Commission.

Done in the City of Manila, this 2nd day of January, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 227
PROVIDING FOR THE IMPLEMENTING DETAILS FOR REORGANIZATION PLANS NOS.
15-A AND 27-A RELATIVE TO COMMERCE AND INDUSTRY

Pursuant to the powers vested in me by Republic Act Numbered Nine hundred and ninety-seven, as amended by Republic Act Numbered One thousand two hundred and forty-one, and upon the recommendation of the Government Survey and Reorganization Commission, the following Implementing Details of Reorganization Plans Nos. 15-A and 27-A which relate to Commerce and Industry, are hereby promulgated to govern the organization, powers, duties, and functions of the Department of Commerce and Industry and its subordinate entities:

ORGANIZATION OF THE DEPARTMENT OF COMMERCE AND INDUSTRY

SECTION 1. The organization, functions, and operation of the Department of Commerce and Industry, hereinafter referred to as the “Department,” shall be in accordance with the provisions of Reorganization Plans Nos. 15-A and 27-A, hereinafter referred to collectively as the “Plans,” and these Implementing Details.

SEC. 2. The Department, as graphically depicted in the following organization charts, shall consist of the Office of the Secretary, Bureau of Domestic Trade, Bureau of Foreign Trade, Bureau of Industrial Promotion, Bureau of Cooperative Administration, Bureau of the Census and Statistics, Philippine Patent Office, Securities and Exchange Commission, and Office of the Coordinator of Field Services.

All the entities aforementioned are hereinafter referred to collectively, as the “central offices.”

SEC. 3. The Secretary of the Department, hereinafter referred to as the “Secretary,” is authorized to make such changes in organization, definition of functions, and distribution of work among entities in the Department as may be necessary to reflect changes in legislation, conditions, needs, workloads: *Provided*, That no such changes may be made during fiscal year 1957 without specific approval of the President: *And provided, further*, That any such changes must be in conformity with the general pattern of organization set forth in the Plans and these Implementing Details.

SEC. 4. Pursuant to section 11 of Reorganization Plan No. 45-A on the Presidency, the National Marketing Corporation shall be attached to the Department for executive supervision by the Secretary of the Department, who is *ex officio* chairman of the Board of Directors of this Corporation, in accordance with section 7 of Republic Act Numbered Thirteen hundred and forty-five. For purposes of these Implementing Details, this Corporation shall not be considered as part of the Department. The functions of this Corporation shall include those transferred to it and shall exclude those transferred from it pursuant, respectively, to sections 13 and 24 of Reorganization Plan No. 27-A.

SEC. 5. Pursuant to section 26 of Reorganization Plan No. 30-A on Agriculture and Natural Resources, the functions of the Fiber Inspection Service relating to the setting and maintenance of commercial standards, including collection of inspection fees and fiber testing for classification purposes are transferred to the Department together with applicable appropriations, equipment, property, records, and such personnel as are required by the Staffing Pattern of these Implementing Details. The portions of the Fiber Inspection Service Division, thus transferred, are reorganized as the Fiber Inspection Service Division of the Bureau of Foreign Trade: *Provided, however*, That personnel performing fiber inspection and related field activities shall be subject to the administrative supervision of the field organization of the Department.

SEC. 6. In accordance with the provision of sections 1795 and 1796-B of the Revised Administrative Code, and section 5 above of these Implementing Details, the collections from fiber inspection fees shall be deposited in the National Treasury to the credit of the Director of Foreign Trade and shall constitute a special fund to be expended for the salaries and other expenses of the Department in performing its functions of providing fiber inspection services, including functions relating to the setting and maintenance of commercial standards and fiber testing for classification purposes. Any surplus thereof, shall be transferred to the credit of the Secretary of Agriculture and Natural Resources and shall constitute a special fund to be expended for the purposes and in the manner provided by subsection (b) of section 1796-B of the Revised Administrative Code.

FUNCTIONAL STATEMENTS OF THE DEPARTMENT OF COMMERCE AND INDUSTRY

Office of the Secretary

SEC. 7. The Office of the Secretary shall consist of the Secretary of Commerce and Industry, the Undersecretary of Commerce and Industry and their staffs, technical assistants and clerical staff, an Assistant to the Secretary for Administration, and administrative services staff divisions. The existing No-Dollar Import Office and the Philippine Committee on ECAFE Matters shall remain under the Office of the Secretary.

Functions of the Secretary of Commerce and Industry

SEC. 8. Authority and responsibility for the operation of the Department, shall be vested in the Secretary of Commerce and Industry, who is authorized to delegate his authority as he sees fit, in whole or in part, to the Undersecretary of Commerce and Industry, hereinafter referred to as the "Undersecretary," Assistant to the Secretary for Administration, office, or bureau heads. The functions, powers, and duties of the Secretary (and the Undersecretary in the former's absence and/or upon proper designation or delegation) shall consist of those provided in pertinent provisions of the Revised Administrative Code and other pertinent laws, and those provided in the Plans and these Implementing Details.

Functions of the Undersecretary of Commerce and Industry

SEC. 9. The Undersecretary of Commerce and Industry shall have the following functions, among others:

(a) serve as deputy to the Secretary in all activities and functions as they relate to commerce and industry;

(b) administer the day-to-day activities of the Department, coordinate their programs and projects, and assume responsibility for the efficient and economical operation of the Department;

(c) advise and assist the Secretary in the formulation, determination, and implementation of policies as they relate to commerce and industry; and

(d) upon proper designation, act as the Secretary in his absence or when the position is vacant.

Functions of the Technical Assistants

SEC. 10. The Secretary shall be provided with a staff consisting of three technical assistants: *Provided, however,* That pursuant to section 3 of Reorganization Plan No. 19-A on Management Practices, he shall have among them a management assistant who shall be responsible for assisting him in continuously promoting good management within the Department and providing technical advice and assistance on the application of effective good management practices to and in the operation of the Department.

SEC. 11. The functions, duties, and responsibilities of the technical assistants shall be exclusively of a planning, research or consultative character, and shall include, among others, the following:

(a) study or investigate for the Secretary basic matters for the formulation of policies, programs, and procedures to be adopted by the Department.

(b) assist the Secretary in supervising the formulation and execution of department-wide policies and programs;

(c) provide staff assistance to intra-departmental committee dealing with program or policy matters affecting the Department; and

(d) study and review for the Secretary and recommend action on specified matters originating from other entities of the Department or on commercial and industrial matters which are referred to the Department by other government agencies.

Functions of the Assistant to the Secretary for Administration

SEC. 12. As chief administrative aide to the Secretary, the Assistant to the Secretary for Administration shall have the following functions, among others:

(a) be responsible for the performance of all administrative services needed by the Secretary and the Undersecretary, and the bureaus and offices of the Department; and

(b) supervise, direct, and coordinate the work of the administrative services staff divisions under the Office of the Secretary, except when otherwise provided for in these Implementing Details.

Functions of the Administrative Services Staff Divisions

SEC. 13. The administrative services staff divisions shall provide the Secretary with necessary administrative staff support, perform administrative services, staff work for entities of the Department, and provide functional supervision over administrative services staff activities within the entities of the Department. In accordance with the preceding section, the Assistant to the Secretary for Administration shall supervise, direct, and coordinate the work of the staff divisions for the Secretary, except when

otherwise provided for in these Implementing Details. Each staff division shall be supervised by a staff officer, who shall advise the Secretary on matters within his specialty.

SEC. 14. As provided for in Article I of Reorganization Plan No. 27–A, the administrative services staff divisions under the Assistant to the Secretary for Administration, shall consist of the following divisions, namely: Legal Division, Public Information Division, Budget and Statistics Division, Personnel Division, and General Services Division.

Functions of the Legal Division

SEC. 15. The Legal Division shall provide the Secretary with legal counsel and assistance on statutory and contractual interpretations, drafting of contracts and agreements, drafting and reviewing proposed legislation and providing other required legal services for entities of the Department. The Legal Division shall, among others:

(a) advise the Department on statutory and contractual interpretations and other legal matters affecting the functions of the Department;

(b) draft the Department's proposed legislation to be submitted to the Congress; and prepare comments and recommendations for the Secretary on proposed legislation referred to the Department;

(c) assist the Department in prescribing discretionary or interpretative administrative rules and regulations supplementing statutory enactments affecting the Department, its offices and bureaus;

(d) handle all legal matters relating to administrative adjudication under the Department, its bureaus and offices, except when otherwise provided for; and prepare replies to queries on legal questions affecting trade and commerce, inclusive of the scope of the Department; and

(e) assist the Solicitor in handling litigation of cases of the Department, its offices and bureaus, including those in which the Secretary or any other official or employee of the Department is involved in his official capacity, and including also cases beyond the prescribed jurisdiction of the quasi-judicial entities in the Department.

Functions of the Public Information Division

SEC. 16. The Public Information Division shall develop an appropriate press relations program and prepare special information materials relating to commerce and industry. Its functions shall include those transferred to it pursuant to section 1 of Reorganization Plan No. 27–A. This Division shall maintain liaison with the Office of the Press Secretary and shall have three sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Press Publication Section shall have the following functions, among others:

(1) take charge of gathering, preparing, and publicizing commercial and industrial information;

(2) prepare press releases of the Department;

(3) gather, analyze, and issue informative materials pertinent to the activities of the Department;

(4) publish pamphlets, articles, and monographs pertaining to the Department;

(5) prepare written reports for the Secretary and other officials of the Department; and

(6) do mimeographing and other reproduction jobs for the central offices of the Department, and for the regional offices insofar as may be practicable.

(b) The Radio-Visual Section shall have the following functions, among others:

- (1) prepare scripts, playlets, and spot news for radio or television broadcasts of the commercial activities of the Department;
- (2) prepare scripts and supervise the filming of movie pictures, film strip, and slides; and
- (3) attend to all photographic works, art and display jobs, and other informational-illustrations such as posters, signs, and economic maps.

(c) The Distribution and Library Section shall have the following functions, among others:

- (1) take charge of the distribution of all the Department's publications in accordance with established distribution lists or systems. Preparation or formulation of such distribution lists or systems shall be a responsibility of the staff officer supervising the Public Information Division; and
- (2) take charge of the central library of the Department, including work pertaining to the use of library books and periodicals.

Functions of the Budget and Statistics Division

SEC. 17. The Budget and Statistics Division shall provide the Secretary with advice and assistance on fiscal problems, and with a management-control-aid system using the technique of internal operational statistics. The functions of this Division shall include those transferred to it pursuant to section 6 of Reorganization Plan No. 27-A. This Division shall have two sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Budget Section shall have the following functions, among others:

- (1) formulate a budget plan providing for an integrated program for the Department's activities during any fiscal year;
- (2) prepare the annual budget and other appropriation proposals including the coordination and adjustment of requests for appropriations by the entities of the Department;
- (3) assist the Secretary on authorization and control of expenditures of appropriated funds; and
- (4) determine and prescribe specific department-wide financial reporting systems to secure reports on the status of expenditures and work performance.

(b) The Statistical Control Section shall have the following functions, among others:

- (1) prescribe a system of reporting data internally generated from the operation of the Department, including written instructions or directions on what to report, report formats or forms, and establishing routes of the reports;
 - (2) process and analyze the data gathered; and
 - (3) prepare for the Secretary or other office or bureau heads, statistical reports relating to the trend of the Department's operations, or specific phases of its operations, with trends outside the Department or with set standards.
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Functions of the Personnel Division

SEC. 18. The Personnel Division shall provide the Secretary with advice and assistance on personnel management problems including employment, salary and classification, employee relations, and training matters. The functions of the Division shall include those transferred to it pursuant to section 6 of Reorganization Plan No. 27–A. This Division shall have two sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Employment and Services Section shall have the following functions, among others:

(1) develop and administer an employment process program which shall include preparation of job descriptions and qualification standards for purposes of selective recruitment and placement, and in collaboration with the Bureau of Civil Service establish qualification and testing standards in specialization areas peculiar to the needs of the Department;

(2) ascertain staffing needs as requested by operating officials for recruitment purposes, and communicate with, interview, and assist in evaluating possible recruitments;

(3) process, and subject to delegation from and approval of the Secretary, act on matters concerning appointments, promotions, transfers, and other personnel transactions;

(4) develop and administer a program of standards of performance which shall include a system of personnel control requiring office or bureau heads to justify their personnel number at least once a year, and a service-rating plan which shall include assisting operating officials in the rating process; and

(5) carry on a continuing study and adjustment of position classification and compensation plan in collaboration with the Wage and Position Classification Office.

(b) The Training and Employee Relations Section shall have the following functions, among, others:

(1) develop and administer a department-wide overall training program, and assist operating officials on matters pertinent to in-service training of personnel;

(2) collaborate with the Office of the Coordinator of Field Services in the training of the field personnel of the Department;

(3) provide guidance on proper employee-relations policies; and

(4) provide, when requested, assistance to the Secretary and operating officials on resolving personnel problems requiring disciplinary actions.

Functions of the General Services Division

SEC. 19. The General Services Division shall provide, insofar as practicable, all entities of the Department with service on such matters as records management property control, supply procurement, and building maintenance. The functions of this Division shall include those transferred to it pursuant to section 6 of Reorganization Plan No. 27–A. This division shall maintain liaison with the Department of General Services. It shall have three sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Cash and Disbursement. Section shall have the following functions, among others:

- (1) handle cash receipts and deposits, and payments of authorized vouchers; for the central offices;
- (2) prepare payrolls, as certified by the Personnel Division; and
- (3) prepare reports on cash receipts, deposits, and disbursements in conformance with the laws, rules, regulations, procedures, and reporting requirements of the General Auditing Office, the Department of Finance, and the Budget Commission.

(b) The Property Section shall have the following functions, among others:

- (1) perform supply planning and inventory control practices, centralized procurement, storage, and distribution of supplies and equipment;
- (2) promulgate policies, rules, regulations, and procedures for department-wide performance of the supply functions in conformance with the policies, rules, and regulations of the Bureau of Supply Coordination of the Department of General Services;
- (3) provide custodial services for property, equipment, and supplies; and maintain up-to-date records of their disposition;
- (4) promote effective utilization of equipment and supplies which shall include developing and administering a definite replacement program for equipment, and making operating officials accountable for the maximum utilization of equipment and supplies;
- (5) take care of building management, which shall include authority to allocate space, supervise maintenance and other custodial services, and provide security measures in conformance with the policies, rules, and regulations of the Bureau of Building and Real Property Management of the Department of General Services; and
- (6) maintain and operate a centralized departmental motor pool, and messenger services.

(c) The Records Section shall insofar as may be practicable, take charge of all records of entities of the Department. As the records center for the Department, this Section shall provide guidance on records management to the entities of the Department. It shall have the following functions, among others:

- (1) take custody of all records of entities of the Department insofar as can be feasibly transferred to it;
- (2) conduct continuing survey of accumulated current and non-current records to determine their categories and retention value with the purpose of effecting early disposal or retirement of obsolete and inactive records;
- (3) develop and administer a departmental forms control system to reduce volume of records being accumulated and used;
- (4) develop, install, and maintain departmental programs of record-making and record-keeping, selective preservation, scheduled disposal, and transfer of accumulated records to this Section from entities of the Department, in conformance with national policies on records management as shall be formulated by the Bureau of Records Management of the Department of General Services; and
- (5) issue certified copies of records upon request of interested parties.

Functions of the No-Dollar Import Office

SEC. 20. The functions, duties, powers, and responsibilities of the No-Dollar Import Office, hereinafter referred to under this title as the “Office,” shall be the same as those of the existing organization and which are provided for in Republic Act Numbered Fourteen hundred and ten, except for those functions transferred from it, pursuant to sections 1 and 6 of Reorganization Plan No. 27-A. The transfer of those functions shall include transfer of the corresponding equipment, property, and records.

SEC. 21. The organizational status of the Office shall be the same as its existing status in the Department. For purposes of these Implementing Details, the Office shall be considered part of the Office of the Secretary, and shall be directly under the control and supervision of the Secretary.

Functions of the Philippine Committee on ECAFE Matters

SEC. 22. The functions, duties, powers, and responsibilities of the Philippine Committee on ECAFE Matters shall be the same as those of the existing organization. The organizational status shall be the same as its existing status in the Department.

Functions of the Bureau of Domestic Trade

SEC. 23. The Bureau of Domestic Trade, hereinafter referred to under this title as the “Bureau,” shall regulate, promote, and provide statistics and information on the domestic trade. The functions of the Bureau shall be in accordance with section 8 of Reorganization Plan No. 27-A, and shall include those transferred to it pursuant to sections 9 through 12 of the Plan, except for the function transferred to the Public Utilities Commission of the Department of Public Works, Transportation, and Communications, pursuant to section 52 of Reorganization Plan No. 60 on Public Works, Transportation, Communications, and Public Utilities Regulation and its Implementing Details.

SEC. 24. The Bureau shall have a Market Research and Information Division, a Business Assistance and Promotion Division, and a Business Licensing, Registration, and Regulation Division.

SEC. 25. The Market Research and Information Division shall gather and analyze domestic marketing information and statistics, and provide information and counsel on domestic trading activities. This Division shall have three sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Market Analysis and Promotion Section shall, among others, prepare studies and reports on the development and promotion of markets for domestic products, and their methods of distribution.

(b) The Market Data Section shall, among others, undertake a continuing project to compile, classify, and publish sources of business information guides, market data books, and directories which are useful to business firms for their own market research and development activities.

(c) The Market Trend Review Section shall have the following functions, among others:

- (1) prepare studies on current supply-demand facts for various commodities; and
- (2) demonstrate their uses and application to business for decision-making in purchasing, planning, and production.

SEC. 26. The Business Assistance and Promotion Division shall provide business counselling service, and business aids useful to Filipino retailers in improving their methods and techniques, in accordance with accepted retail business practices, and shall assist Filipino retailers in securing liberal credit facilities under Republic Act Numbered Twelve hundred and ninety-two. This Division shall have three sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Business Counselling Section shall have the following functions, among others:

(1) provide free counsel, advice and informative services, and technical assistance on various aspects of the retail business and include, among others, the following:

- (a) preparation and publication of useful guide for retailers;
- (b) rendering free marketing services to retailers; and
- (c) conducting seminars in retailing and merchandising techniques.

(b) The Price Analysis Section shall have the following functions, among others:

- (1) undertake continuing study of price structure and analysis; and
- (2) establish and maintain a system of index-numbers of prices as factor determinants in the setting up of prices for different commodities in the domestic trade.

(c) The Retail Trade Aid Section shall have the following functions, among others:

- (1) assist Filipino retailers in securing liberal credit through a guaranty loan system from the Filipino Retailers' Fund established under Republic Act Numbered Twelve hundred and ninety-two; and
- (2) assist Filipino retailers in receiving benefits of other privileges extended to them by pertinent laws.

SEC. 27. The Business Licensing, Registration, and Regulation Division shall be responsible for the licensing and registration functions of the Bureau, and for the enforcement of trade regulation laws entrusted to the Bureau. This Division shall have two sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Licensing and Registration Section shall have the following functions, among others:

- (1) perform the licensing functions of the Bureau and be responsible for performing activities pertaining therewith, except as otherwise provided for in these Implementing Details, which shall include, among others, the licensing of commercial and real estate brokers;
 - (2) supervise the operation of warehouses and mills pursuant to the General Bonded Warehouse Law, Act No. 3893, as amended by Republic Act No. 247 and Reorganization Plan No. 60 on Public Works, Transportation, Communications, and Public Utilities Regulation and its Implementing Details; and
 - (3) perform the business registration functions of the Bureau and be responsible for performing activities pertaining therewith, which shall include, among others, the registration
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of business names, firm names or styles, private merchants and related powers of attorney on amendments, and bulk sales, transfers, mortgages, or assignments.

(b) The Trade Regulation Section shall, among others, administer the enforcement of all trade regulation laws entrusted to the Bureau and be responsible for performing activities pertaining therewith, which shall include administering the enforcement of:

- (1) The Retail Trade Regulation Law (Republic Act No. 1180);
- (2) The Cassava Flour Law (Republic Act No. 657);
- (3) Price control measures including the Price Tagging Law; and
- (4) Laws governing fair trade practices.

Functions of the Bureau of Foreign Trade

SEC. 28. The Bureau of Foreign Trade, hereinafter referred to under this title as the “Bureau,” shall regulate, promote, and provide statistics and information on foreign trade. The functions of the Bureau shall be, in accordance with section 15 of Reorganization Plan No. 27-A, and shall include those transferred to it pursuant to sections 16 through 18 of the Plan, and those transferred to the Department pursuant to section 26 of Reorganization Plan No. 30-A on Agriculture and Natural Resources and its Implementing Details.

SEC. 29. The Bureau shall have a Trade Promotion Division, a Commodity Standards Division, a Fiber inspection Service Division, and a Quota-Products Division.

SEC. 30. The Trade Promotion Division shall gather data and disseminate information and statistics on foreign trade, and assist in promoting trade relations between local exporters and foreign buyers. This Division shall work closely with the Commercial Attachés in the promotion of the export trade of the country. This Division shall have two sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Survey and Information Section shall have the following functions, among others:

(1) gather, compile, and analyze up-to-date international trading activities information and statistics, which shall include, among others:

- (a) information and statistics on marketing prospects of Philippine products in foreign markets;
- (b) foreign commercial laws, rules, and regulations especially on tariffs, trade controls, and import requirements;
- (c) export-import trade of the Philippines; and
- (d) studies on trade agreements and other matters relative to international trading; and

(2) properly make them available to all concerned.

(b) The Trading Service Section, shall, among others, provide technical assistance and business aids to Philippine exporters, which shall include the following:

(1) advising Philippine exporters on any phase of their export activities, such as trade producer, potential markets, market prospects for specific commodity line, selection of agents, and informations for price quotation for overseas delivery;

(2) handling trade inquiries received from abroad; and preparing directories to be used as guidance to both exporters and importers alike; and

(3) reviewing current export control policies and measures, compiling Philippine export laws, rules and regulations, and properly making them available to all concerned.

SEC. 31. The Commodity Standards Division shall perform standardization of exportable Philippine products, except when otherwise provided for in these Implementing Details, and by law or competent authority. This Division shall have two sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Technical Section shall have the following functions, among others:

(1) establish standards and grades for exportable products not yet standardized; and

(2) modify standards and grades for standardized products, as may be required by current international trading activities.

(b) The Inspection Section shall have the following functions, among others:

(1) provide technical assistance in the inspection, testing, classification, grading, and standardization of exportable products for conformance with established standards or grades; and

(2) prepare drafts of proposed rules and regulations on inspection and standardization of specific commodity for the Director of the Bureau.

SEC. 32. The Fiber Inspection Service Division shall establish, maintain, and enforce standard grades for exportable Philippine fibers. This Division shall have two sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Fiber Testing and Classification Section shall have the following functions, among others:

(1) establish standards and grades for exportable fibers;

(2) modify standards and grades for exportable fibers as may be required by international trading activities; and

(3) provide technical assistance in the inspection of exportable fibers for conformance with established standards or grades.

(b) The Inspection Section shall have the following functions, among others:

(1) have technical supervision over the system of inspection for standardization of exportable fibers;

(2) maintain uniform grading of exportable fibers which shall include responsibility for rotations of fiber inspectors in the field; and

(3) prepare drafts of proposed rules and regulations on inspection of fibers for the Director of the Bureau.

SEC. 33. The Quota-Products Division shall administer all quota laws, rules, and regulations affecting Philippine products. This Division shall have three sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Sugar Allocation and Licensing Section shall have the following functions, among others:

- (1) allocate the sugar quota for the year; and
- (2) administer the licensing of sugar movement.

(b) The Sugar Quota Accounting Section shall, among others, assist in controlling sugar trading movement, under the jurisdiction of the Division in conformance with the quota allocation and within the quota for the year, through, and by maintaining a system of accounting, reporting, and statistical records books.

(c) Other Quota Products Section shall have the following functions, among others:

- (1) administer the allocation of quota products other than sugar; and
- (2) perform the control measures pertaining thereto.

Functions of the Commercial Attachés

SEC. 34. The international extension of the substantive activities of the Bureau shall be performed by the Commercial Attachés. The functions, duties, and responsibilities of the Commercial Attachés are those provided for in section 18 (a) of Reorganization Plan No. 27-A.

SEC. 35. Pursuant to sections 18 and 19 of Reorganization Plan No. 27-A, the Commercial Attachés shall be under the technical and functional supervision of the Director of the Bureau, and under the administrative supervision of the Chief of Mission of the Department of Foreign Affairs at the post of designation. The said Chief of Mission shall provide facilities for Commercial Attachés. The Secretary shall recall Commercial Attachés at the request of the Secretary of the Department of Foreign Affairs.

SEC. 36. The Secretary shall appoint Commercial Attachés subject to section 20 of Reorganization Plan No. 27-A and other pertinent laws, rules, and regulations in conformance with provisions of the Plan and these Implementing Details.

SEC. 37. A Technical Assistant on International Trading Operation shall assist the Director of the Bureau in planning, developing, and coordinating policies and programs to be carried out by the Commercial Attachés. This Technical Assistant shall assist the Director in supervising the Commercial Attachés and their activities, and shall be the supervising head of the Trade Promotion Division of the Bureau.

Functions of the Bureau of Industrial Promotion

SEC. 38. The Bureau of Industrial Promotion, hereinafter referred to under this title as the "Bureau," shall regulate, provide information and statistics, and promote the development of industry, including cottage industries. The functions of the Bureau shall be in accordance with section 22 of Reorganization Plan No. 27-A and shall include those transferred to it pursuant to sections 23 and 24 of the Plan.

SEC. 39. The Bureau shall be the central agency for all governmental activities relating to the promotion and development of home industries, outside of those which are purely educational in nature. Home industries as used in these Implementing Details shall be interpreted to include cottage industries and handicraft industries.

SEC. 40. The Bureau shall have an Industrial Survey and Marketing Division, an Industrial Consultation Division, and a Home Industries Division.

SEC. 41. The Industrial Survey and Marketing Division shall gather, compile, and analyze, and make available to all concerned, statistics and other information relating to industrial activities and development, which shall, among others, include information on the availability of new materials, labor supplies, transportation facilities, and government credit and tax benefits. This Division shall have two sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Industrial Survey Section shall have the following functions, among others:

(1) gather data and information from public and private sources relating to activities and development of existing manufacturing and cottage industries, which shall include information on problems and needs of existing industries and other data of allied nature; and

(2) prepare and publish semi-annually, directories of industrial establishments in the Philippines.

(b) The Industrial Marketing Section shall, among others, provide technical assistance to manufacturers on marketing of locally manufactured goods particularly in the domestic market, which shall be interpreted to include, making available to manufacturers data and information on:

(1) current price conditions affecting manufactured goods, including goods produced by home industries;

(2) marketing practices and problems;

(3) consumers' reactions, preferences, and buying habits;

(4) changes in demand and factors affecting them; and

(5) location of markets.

SEC. 42. The Industrial Consultation Division shall provide technical assistance in the establishment of new industrial enterprises, and in the productivity improvement of existing industrial plants. This Division shall have two sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Investment Aid Section shall have the following functions, among others:

(1) advise possible investors and entrepreneurs on the investment possibilities of new industries;

(2) provide technical assistance on financial problems and techniques of industrial operations; and

(3) gather, study, and make available in effective form, data, and information on the profitability of specific lines of manufacturing, on available industrial financing facilities, and on techniques of financing and fiscal control of industrial operations.

(b) The Engineering and Research Service Section shall have the following functions, among others:

- (1) provide technical assistance on engineering or production problems and techniques of industrial operations, which shall be interpreted to include, providing consultative services for the improvement of productivity of existing industrial plants, when requested to do so, either through applications of good management techniques or good engineering practices, or both; and
- (2) provide information on sources of industrial research and engineering services.

SEC. 43. The Director of the Bureau shall have discretion to charge nominal fees for consultative services referred to the sub-section *b* (1) of the preceding section: *Provided*, That said fee shall be known and agreed upon by those concerned at the outset of the consultation: *And provided, further*, That in the exercise of said discretion, the Director of the Bureau shall be guided by the demands of public interest and service.

SEC. 44. The Home Industries Division shall promote the development of cottage and handicraft industries. This Division shall have two sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Technical Assistance Section shall, among others, provide producers with technical assistance in production, which shall include assistance in product design, tooling, choice of raw materials, and equipment.

(b) The Marketing Section shall have the following functions, among others:

(1) provide producers with marketing information or assistance, which shall be interpreted to include, making available to producers, data and information on:

- (a) current buyers' reaction, preferences, and buying habits;
- (b) changes in demand and factors affecting them; and
- (c) marketing practices and location of markets; and

(2) suggest buyers' preferences as to design and quality of products.

SEC. 45. Subject to the availability of funds, the Bureau, through the Technical Assistance Section of the Home Industries Division, shall provide home industries producers or would-be producers with tools and equipment, at cost and for cash or on an installment basis.

Functions of the Bureau of Cooperatives Administration

SEC. 46. The Bureau of Cooperative Administration, hereinafter referred to under this title as the "Bureau," shall promote the organization of and supervise consumers' and trade cooperatives and mutual-aid associations, including credit unions.

SEC. 47. The Bureau shall have two divisions as indicated below, with their respective duties and responsibilities as follows:

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- (a) The Credit Union Division shall promote the organization of and supervise credit unions.
 - (b) The Consumers' and Miscellaneous Co-op Division shall promote the organization of and supervise consumers' and trade cooperatives and mutual-aid associations.

SEC. 48. The Bureau shall work closely with the field organization of the Department, with the Bureau of Domestic Trade in promoting purchasing cooperatives among Filipino retailers, and with the Bureau of Industrial Promotion, particularly in the promotion of marketing cooperatives among home industries producers.

Functions of the Bureau of the Census and Statistics

SEC. 49. The functions, duties, powers, and responsibilities of the Bureau of the Census and Statistics, hereinafter referred to under this title as the "Bureau," shall be the same as those of the existing organization and which are provided for in its basic laws, except for those functions, duties, powers, and responsibilities transferred from it, pursuant to sections 1 and 6 of Reorganization Plan No. 27-A and section 1 of Reorganization Plan No. 15-A and by these Implementing Details: *Provided, however,* That notwithstanding these transfers of functions, nothing herein shall be construed to preclude the Bureau from conducting general censuses that may involve the gathering of various kinds of statistical data.

SEC. 50. Statistical functions transferred from the Bureau, pursuant to section 1 of Reorganization Plan No. 15-A, are clarified as follows:

(a) Agricultural and natural resources statistics functions transferred to the Department of Agriculture and Natural Resources shall be interpreted to include those pertaining to data on crop resources, production, acreage and other related data; livestock and poultry; fisheries; logs, lumber, and timber resources and productions; and other related matters.

(b) Banking and finance statistics functions transferred to the Central Bank shall be interpreted to include those pertaining to data on stocks and bonds; government finance including income and expenditures; investments; international balance of payments; money and banking; general price indexes; and other related matters.

(c) Labor statistics functions transferred to the Department of Labor shall be interpreted to include those pertaining to data on industrial disputes, labor organizations and industrial accidents; labor immigration and migration; registration and placement of jobseekers; wage rates of agricultural and non-agricultural workers and of skilled or unskilled labor; trends of money and real wages; and other related matters.

(d) Vital statistics functions transferred to the Department of Health shall be interpreted to include only those pertaining to data on births, deaths, and morbidity.

(e) Education statistics functions transferred to the Department of Education shall be interpreted to include those pertaining to data on public and private school enrollment and number of teachers; enrollment in collegiate, professional, and technical courses in private and public colleges and universities; adult education; public libraries, and newspapers and publications; and other related matters.

SEC. 51. The Directors of the Bureau shall have three staff units which shall be under the immediate supervision of an administrative assistant. These staff units are indicated below, with their respective duties and responsibilities as follows:

(a) The Civil Registry Section shall, among others, assist the Director of the Bureau in the performance of civil registry functions.

(b) The Tabulating Section shall, among others, perform the tabulation and cross-tabulations of coded data contained in documents used by the Bureau in the performance of its statistical activities.

(c) The General Statistical Information Service shall have the following functions, among others:

(1) furnish requested statistical data collected by the Bureau to government agencies, private firms, or individuals;

(2) attend to the consolidation of all finished statistical tables for ready reference;

(3) fill out questionnaires and answer inquiries on statistical matters that may be directed or referred to the Bureau; and

(4) maintain and keep up-to-date a checklist of organizations to which statistical publications of the Bureau are periodically, released, and take charge of the proper distribution thereof.

SEC. 52. The Bureau shall have an Industrial and Allied Statistics Division, a Foreign Trade Statistics Division, a Demography and Social Statistics Division, and an Editorial and Publications Division.

SEC. 53. The Industrial and Allied Statistics Division shall be responsible, among others, for the collection, compilation, assembly, classification, tabulation, analysis, and interpretation of statistics concerning industry, domestic commerce, transportation, storage and communications, and production or sales; employment and investment in such lines of business as may be specified by the Office of Statistical Coordination and Standards of the National Economic Council; and for planning economic censuses under the general direction of the said Office. This Division shall have three sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Industrial Statistics Section shall, among others, undertake periodic surveys for collecting, by questionnaires and through personal interviews, statistical information covering the various manufacturing industries, including electric light and power plants, gas and heat companies; and data on transportation, storage, and communications.

(b) The Domestic Trade Section shall, among others, collect statistical information on the various aspects of the internal trade of the country including, among others, gross sales in the merchandising trades, nationality of merchants, and coastwise and interprovincial trade.

(c) The Capital Formation Section shall, among others, collect statistical information on facilities and investments in different lines of business covered by the Division.

SEC. 54. The Foreign Trade Statistics Division shall be responsible, among others, for the collection, compilation, assembly, classification, tabulation, analysis, and interpretation of statistics concerning the foreign trade of the country, including navigation. This Division shall have two sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Import Trade Statistics Section shall, among others, collect statistical information concerning the import trade of the country, including data on the quantity and value of imports and those that reflect current shipping activities connected with the import trade.

(b) The Export Trade Statistics Section shall, among others, collect statistical information concerning the export trade of the country, including data on the quantity and value of exports and those that reflect current shipping activities connected with the export trade.

SEC. 55. The Demography and Social Statistics Division shall be responsible, among others, for the collection, compilation, assembly, classification, tabulation, analysis and interpretation of vital statistics and statistical information concerning the population; for making population estimates and demographic studies; and for subject matter planning of population censuses under the general direction of the Office of Statistical Coordination and Standards of the National Economic Council. This Division shall have two sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Demography Section shall have the following functions, among others:

- (1) maintain up-to-date demography census data; and
- (2) prepare periodic forecasts of the population of the country.

(b) The Vital Statistics Section shall, among others, collect statistical on births, death, marriages, and related subjects.

SEC. 56. The Editorial and Publications Division shall be responsible, among others, for all activities relative to the preparation for printing and publication of manuscripts submitted by the other divisions of the Bureau, and for obtaining data from other agencies of the government for publication in the Bureau's journals and other publications. This Division shall have two sections as indicated below, with their respective duties and responsibilities as follows:

(a) The Editorial Section, in collaboration with the subject matter divisions, shall also, among others:

- (1) prepare necessary textual write-ups of data and statistical subject matters to be published from time to time, including their analysis and interpretation; and
- (2) collect and prepare for publication, data from other government entities.

(b) The Publications Section shall have the following functions, among others:

- (1) edit all manuscripts for publications;
- (2) check, proofread, and copy-read all galleys and page proofs incident to printing;
- (3) prepare necessary maps, charts, and graphs; and
- (4) assist in the preparation of press releases of the Bureau.

Functions of the Philippines Patent Office

SEC. 57. The functions, duties, powers, and responsibilities of the Philippines Patent Office, hereinafter referred to under this title as the "Office," shall be the same as those of the existing organization and which are provided for in its basic laws, except for those functions transferred from it, pursuant to sections 1 and 6 of Reorganization Plan No. 27-A. The transfer of said functions shall include transfer of the corresponding appropriations, equipment, property, records, and such personnel as may be necessary.

SEC. 58. The organizational status of the Office shall be the same as its existing status in the Department.

Functions of the Securities and Exchange Commission

SEC. 59. The functions, duties, powers, and responsibilities of the Securities and Exchange Commission, hereinafter referred to under this title as the “Commission,” shall be the same as those of the existing organization and which are provided for in its basic laws, except for those functions transferred from it, pursuant to sections 1 and 6 of Reorganization Plan No. 27-A. The transfer of said functions shall include transfer of the corresponding appropriations, equipment, property, records and such personnel as may be necessary.

SEC. 60. The organizational status of the Commission shall be the same as its existing status in the Department.

Functions of the Field Organization of the Department

SEC. 61. In accordance with section 27 of Reorganization Plan No. 27-A, the individual field services and functions of existing entities of the Department shall be consolidated and integrated into a field organization to perform field services and functions for the Department, as a whole, throughout the country.

SEC. 62. Subject to the provisions of Reorganization Plan No. 27-A and these Implementing Details, and in conformance with established national policies on field operation, including those pursuant to Reorganization Plan No. 53-A on Field Operations and its Implementing Details, the Secretary shall prepare a detailed plan and schedule of the decentralization process of the integrated field services and functions, and of the administration of the integrated field organization. The plan shall include a training program for personnel to be assigned to the field to prepare them for the changes in their activities. The schedule shall include a schedule for transferring personnel from the central offices.

SEC. 63. In accordance with section 5 of Reorganization Plan No. 53-A and its Implementing Details, the Secretary shall be responsible for preparing, in the form of a field manual, a written-down set of policies, standards, and delegations of authority which shall govern the operation of the field organization. The manual shall include, among others, specific delegations of authority, management policies, administrative standards, and operating criteria for the guidance and instruction of the field personnel. The manual shall be periodically revised to maintain its contents on a current basis.

SEC. 64. Pursuant to the provisions of Article VI of Reorganization Plan No. 27-A, the field organization of the Department shall consist of the following operating units, namely: on Office of the Coordinator of Field Services, Regional Offices, and Field Personnel.

Functions of the Office of the Coordinator of Field Services

SEC. 65. In accordance with section 29 of Reorganization Plan No. 27-A, the Office of the Coordinator of Field Services, hereinafter referred to under this title as the “Office,” shall have the following functions, among others:

- (a) coordinate all functional and other orders proposed for issuance to the field;
 - (b) serve as a communication channel between the field organization and functional units of the Department; and
 - (c) provide administrative supervision over all field service activities.
-

SEC. 66. The Office shall consist of a Coordinator of Field Services, hereinafter referred to as the “Coordinator,” a field-operation specialist, a field-personnel training specialist, an administrative assistant and clerical staff. The Coordinator shall have administrative supervision over the integrated field organization and shall be directly responsible to the Secretary. The Coordinator shall have the following functions, among others:

- (a) assist the Secretary in supervising the formulation and execution of departmental programs and policies on regional and national basis;
- (b) study and evaluate field operation reports and statistics, and advise the Secretary accordingly;
- (c) facilitate communication between the functional units of the Department and the field organization, especially, with respect to orders and correspondence proposed for issuance to the field;
- (d) exercise direct line authority over the regional offices;
- (e) supervise activities of field agents through reports, inspections, and through other forms of supervision;
- (f) exercise disciplinary authority, subject to delegation from the Secretary, over field personnel on matters of compliance with established policies, standards, and operating criteria governing the operation of the field organization; and
- (g) assist in providing field personnel with needed administrative services.

Functions of the Regional Offices

SEC. 67. Unless otherwise provided by law or competent authority, the Department shall have eight Regional Offices, the respective jurisdictions, boundaries, and headquarters offices of which shall be in conformance with Reorganization Plan No. 53–A and its Implementing Details.

SEC. 68. Each Regional Office shall have administrative supervision and control over all field personnel assigned to each region. Subject to policy instructions, standards, rules, and regulations established by appropriate central offices, each regional office shall have the following functions, among others:

- (a) perform all the specialized work of the Department as a whole in the designated area;
- (b) facilitate communication between the field personnel and functional entities of the Department;
- (c) supervise all field services operations, and effect central administrative control through systematic inspection tours of the designated region; and
- (d) provide field personnel with required administrative service, such as payroll services, supplies, equipment, and adequate transportation and communication services, so far as these do not conflict with those provided by the Department of General Services.

SEC. 69. Each of the eight Regional Offices shall be under a Regional Commercial Director, who shall be assisted by an Assistant Regional Commercial Director, an administrative assistant and clerical staff. The Regional Commercial Director shall supervise and direct field service operations of the Department in his designated region.

Functions of the Field Personnel (Commercial Agents)

SEC. 70. The field personnel of the Department shall be responsible for the performance of the field services, functions, and programs of the Department in their designated areas.

SEC. 71. The field personnel of the Department shall be officially known as “Commercial Agents,” which shall be interpreted to include cooperative officers and fiber inspectors.

SEC. 72. The Coordinator, except as otherwise provided for in these Implementing Details, shall have sole responsibility for the assignment of Commercial Agents to the various geographical areas, upon recommendation of any or all of the Regional Commercial Directors, or when the Coordinator deems it necessary to shift field personnel to meet requirements of changing conditions pertinent to field services, functions, and programs of the Department. The number of Commercial Agents to be assigned to each area shall depend upon the nature and volume of the Department’s functions and activities in the area, as well as the standing of the area as a commercial center, and the projects that Commercial Agents may be assigned to undertake in that particular area.

SEC. 73. From among the Commercial Agents assigned to areas within a province, the Coordinator shall designate, when he deems necessary, the most able and capable as Provincial Commercial Agent. The Provincial Commercial Agent shall act as headman in dealing with national, provincial, municipal, and local officials of that province.

SEC. 74. The Commercial Agents in a designated region shall solely report, and be responsible to, the Regional Commercial Director of that region. A Regional Commercial Director shall report and be responsible directly to the Coordinator for the Department’s field services activities in the designated region.

PROVINCIAL AND LOCAL OFFICES

SEC. 75. As and when operations justify and within the limits of authorized appropriations, the Secretary may establish provincial and local offices under the direct authority of the regional offices. Provincial and local offices so established shall perform such functions and duties and discharge such responsibilities as may be delegated, subject to pertinent provisions of these Implementing Details.

PERSONNEL OF THE DEPARTMENT

SEC. 78. The personnel structure of the Department for the period from the effective date of these Implementing Details to June thirtieth, nineteen hundred and fifty-seven, shall conform to the Staffing Pattern provided in these Implementing Details.

SEC. 79. Except where the law provides otherwise, all appointments to positions, authorized in the Staffing Pattern, including those of technical assistants, shall be subject to the requirements of the civil service and other personnel laws, rules, and regulations: *Provided*, That all personnel in the present staff and those transferred to it by provisions of reorganization plans, who meet such requirements shall be employed before consideration is given to the employment of other persons, subject to the approval of the Government Survey and Reorganization Commission and the President: *And provided, further*, That appointments to positions in the Fiber Inspection Service Division of the Bureau of Foreign Trade and the corresponding Commercial Agents engaged in fiber inspection activities shall be made from civil service eligibles of the Fiber Inspection Service of the Department of Agriculture and Natural Resources.

DELEGATION OF AUTHORITY

SEC. 80. Any delegation of authority required or authorized by these Implementing Details shall be in writing; shall indicate to which officer or class of officers or employees the delegation is made; shall define the extent to which each delegatee will be held responsible for results; and shall vest each delegate with sufficient authority to enable him to discharge his assigned responsibility. Such delegations, where specifically provided by these Implementing Details, shall be within the limits of the provisions of these Implementing Details: *Provided*, That nothing in this Section shall be construed to prevent other delegations.

TRANSITORY PROVISIONS

SEC. 81. Notwithstanding provisions to the contrary of these Implementing Details, the Department shall not undertake the performance of functions or engage in activities that directly duplicate those of the Industrial Development Center of the National Economic Council, so long as these functions or activities are performed by the Industrial Development Center.

SEC. 82. Notwithstanding provisions of section 84 of these Implementing Details, the transfer of vital statistics functions to the Department of Health, pursuant to section 1 of Reorganization Plan No. 15-A shall be effected at such time, but not to exceed two years from the effective date of these Implementing Details, as shall be determined by the Office of Statistical Coordination and Standards of the National Economic Council: *Provided, however*, That, if before such transfer is effected, the Office, pursuant to its authority under the provisions of section 4 of Reorganization Plan No. 15-A to allocate statistical functions among government entities, should decide to retain such functions in the Bureau, no transfer shall be effected.

PARTIAL INVALIDITY PROVISION

SEC. 83. If any provision of these Implementing Details should be held invalid, the other provisions shall not be affected thereby.

TIMING OF ADMINISTRATIVE ACTIONS

SEC. 84. The Secretary shall direct the orderly scheduling of transfers, changes, and other transitional actions required by the Plans and by these Implementing Details within sixty days from the effective date of these Implementing Details. In the interim, each entity affected shall continue to perform its existing functions until such time as the Secretary orders change or cessation, and each officer and employee shall continue to perform his duties and to exercise his authority until such time as the Secretary orders otherwise.

Done in the City of Manila, this 5th day of January, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

RAMON MAGSAYSAY
President of the Philippines

By the President:
FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *Official Gazette of the Republic of the Philippines*, 53(1), 8-34.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 228
EXTENDING THE PROHIBITION TO SLAUGHTER CARABAOS UP TO JUNE 30, 1957.

In order to carry out effectively the provisions of Republic Act No. 11 and to conserve our work animals for agricultural purposes, I, RAMON MAGSAYSAY, President of the Philippines, do hereby order:

1. The prohibition to slaughter carabaos under Executive Order No. 194 dated July 23, 1956, is hereby extended up to June 30, 1957.

2. Permits to slaughter carabaos may be issued by the Provincial Commander, subject to the following conditions:

- a. That the carabao is twenty (20) years old or over;
- b. That the carabao is unfit for work;
- c. That the carabao must be inspected personally by the Provincial Veterinarian and the Provincial Commander; and
- d. That the Provincial Veterinarian and the Provincial Commander shall make a joint certification that the carabao is 20 years old or over and unfit for work.

3. In every case where a permit to slaughter carabaos is issued, the Provincial Commander shall furnish the Office of the President copies of the pertinent papers.

Done in the City of Manila, this 7th day of January, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 229
TERMINATING THE COLLECTION OF TOLLS AT THE INDIANA TOLL BRIDGE,
PROVINCE OF NUEVA VIZCAYA.

By virtue of the powers vested in me by law and upon the recommendation of the Undersecretary of Public Works and Communications, I, RAMON MAGSAYSAY, President of the Philippines, do hereby order the termination of the collection of tolls at the Indiana Toll Bridge in Bambang, Nueva Vizcaya.

This order shall take effect upon receipt of a copy hereof by the Provincial Treasurer of Nueva Vizcaya.

Done in the City of Manila, this 14th day of January, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) RAMON MAGSAYSAY
President of the Philippines

By the President:
(SGD.) FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 230
TERMINATING THE COLLECTION OF TOLLS AT THE PLARIDEL TOLL BRIDGE,
PROVINCE OF PANGASINAN.

The total cost of the Plaridel Toll Bridge, in the province of Pangasinan, plus interest at the rate of 5% per annum, having been fully recovered, as certified in accordance with the provisions of Act No. 3500, as amended, it is hereby ordered that the collection of tolls at the Plaridel Toll Bridge be terminated.

This Order shall take effect upon receipt of copy hereof by the Provincial Treasurer of Pangasinan.

Done in the City of Manila, this 14th day of January, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 231

PROVIDING THAT THE VARIOUS ADMINISTRATIVE ACTIONS REQUIRED BY EXECUTIVE ORDER NO. 209 DATED OCTOBER 19, 1956, AND REORGANIZATION PLAN NO. 60 RELATIVE TO PUBLIC UTILITIES REGULATION AND LAND TRANSPORTATION SHALL BE TAKEN ON OR BEFORE JANUARY 25, 1957.

Pursuant to the powers vested in me by Republic Act No. 997, as amended by Republic Act No. 1241, I, RAMON MAGSAYSAY, President of the Philippines, do hereby order that the various administrative actions required by Executive Order No. 209 dated October 19, 1956, and Reorganization Plan No. 60 relative to Public Utilities Regulation and Land Transportation shall be taken on or before January 25, 1957.

Section 34 of Executive Order No. 209 dated October 19, 1956, as amended, is hereby further amended accordingly.

Done in the City of Manila, this 15th day of January, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) RAMON MAGSAYSAY
President of the Philippines

By the President:
(SGD.) FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 232

PROVIDING THAT THE VARIOUS ADMINISTRATIVE ACTIONS REQUIRED BY EXECUTIVE ORDER NO. 209 DATED OCTOBER 19, 1956, AND REORGANIZATION PLAN NO. 60 RELATIVE TO PUBLIC UTILITIES REGULATION AND LAND TRANSPORTATION SHALL BE TAKEN ON OR BEFORE FEBRUARY 28, 1957.

Pursuant to the powers vested in me by Republic Act No. 997, as amended by Republic Act No. 1241, I, RAMON MAGSAYSAY, President of the Philippines, do hereby order that the various administrative actions required by Executive Order No. 209 dated October 19, 1956, and Reorganization Plan No. 60 relative to Public Utilities Regulation and Land Transportation shall be taken on or before February 28, 1957.

Section 34 of Executive Order No. 209 dated October 19, 1956, as amended, is hereby further amended accordingly.

Done in the City of Manila, this 25th day of January, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) RAMON MAGSAYSAY
President of the Philippines

By the President:
(SGD.) FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 233

RETURNING THE SEAT OF GOVERNMENT OF THE MUNICIPALITY OF NUEVA VALENCIA,
PROVINCE OF ILOILO, FROM ITS PRESENT SITE AT THE BARRIO OF IGANG TO ITS
FORMER SITE AT THE BARRIO OF SANTA ANA, SAME MUNICIPALITY.

Upon recommendation of the Provincial Board of Iloilo and pursuant to the provisions of Section 68 of the Revised Administrative Code, the seat of government of the Municipality of Nueva Valencia, Province of Iloilo, is hereby returned from its present site at the barrio of Igang to its former site at the barrio of Santa Ana of the same municipality.

This revokes accordingly Executive Order No. 291, series of 1949, transferring the seat of government of the said municipality from the barrio of Santa Ana to the barrio of Igang.

The return herein made shall take effect immediately.

Done in the City of Manila, this 31st day of January, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:

(SGD.) **FORTUNATO DE LEON**

Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 234

DECLARING THE MUNICIPAL PROPERTIES UNDER TAX DECLARATION NO. 9984 IN THE NAME OF THE MUNICIPALITY OF BATAN, PROVINCE OF AKLAN, AS A NATIONAL SHRINE

WHEREAS, a historical marker in honor of Datu Bondahara Kalantiaw, the first Filipino Lawgiver, was unveiled in the Municipality of Batan, province of Aklan, on December 8, 1956;

WHEREAS, the Kalantiaw Historical Society of Batan proposes to construct a Hall of Fame and Library on the ruins of the Gabaldon School Building and Batan School Shop located on properties covered by Tax Declaration No. 9984 in the name of the municipality of Batan;

NOW, THEREFORE, I, Ramon Magsaysay, President of the Philippines, by virtue of the powers vested in me by law, and upon the recommendation of the municipality of Batan, province of Aklan, do hereby declare the municipal properties covered by Tax Declaration No. 9984 in the name of said municipality as a National Shrine.

Done in the City of Manila, this 11th day of February, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

RAMON MAGSAYSAY
President of the Philippines

By the President:
FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *Official Gazette of the Republic of the Philippines*, 53(4), 941.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 235
CLASSIFYING MUNICIPAL DISTRICTS IN THE PHILIPPINES

Pursuant to the provisions of section twenty-six hundred and thirty of the Revised Administrative Code, as amended by section one of Republic Act Numbered fifteen hundred and fifteen, the following municipal districts are hereby classified, as herein indicated, in accordance with the schedule provided in said section one of Republic Act Numbered Fifteen hundred and fifteen, on the basis of their average annual revenues for the four fiscal years Nineteen hundred and fifty-two to Nineteen hundred and fifty-five, as certified by the General Auditing Office:

BUKIDNON

<u>Municipal District</u>	<u>Class</u>	<u>Municipal District</u>	<u>Class</u>
Baungon	1st	Maramag	1st
Kibawe	1st	Pangantocan	3rd
Libona	1st	Sumilao	1st
Malitbog	2nd		

ILOCOS SUR

Alilim	2nd	Sigay	3rd
Angaki	1st	Sugpon	3rd
Gregorio del Pilar	2nd	Suyo	1st
San Emilio	1st		

LANAO

Bacolod Grande	3rd	Matongao	1st
Ditsaan Ramin	1st	Saguiaran	1st
Ganassi	1st	Tamparan	1st
Lumbatan	1st	Watu (Balindong)	1st

<u>Municipal District</u>	<u>Class</u>	<u>Municipal District</u>	<u>Class</u>
<u>LA UNION</u>			
Bagulin	1st	Burgos	2nd
<u>MOUNTAIN PROVINCE</u>			
Atok	1st	Sablan	1st
Bakun	1st	Sadanga	2nd
Balbalan	1st	Sagada	1st
Banaue	1st	Tuba	1st
Bauko	1st	Tublay	1st
Besao	1st	Municipal District Central:	
Bokod	1st	Barlig	3rd
Bontoc	1st	Bayag	1st
Buguias	1st	Burnay	1st
Kabayan	1st	Conner	1st
Kapangan	1st	Hungduan	2nd
Kayan	1st	Kabugao	1st
Kiangan	1st	Luna	1st
Kibungan	1st	Natonin	1st
Lubuagan	1st	Pinukpuk	1st
Mayoyao	1st	Tanudan	2nd
Sabangan	1st	Tinglayan	1st
<u>PALAWAN</u>			
Balabac	1st		
<u>SAMAR</u>			
Jipapad	2nd		
<u>SULU</u>			
Balimbing	1st	Pata	1st
Bongao	1st	Patikul	1st
Cagayan de Sulu	1st	Siasi	1st
Indanan	1st	Simunul	1st
Luuk	1st	Sitangkai	1st
Maimbung	1st	South Ubian	1st
Marungas	4th	Taganak	1st
Panamao	1st	Talipao	1st
Pangutaran	1st	Tapul	1st
Parang	1st	Tongkil	1st

The following first class municipal districts, having realized an average annual income of more than four thousand pesos for four consecutive fiscal years, are ipso facto classified as fifth class municipalities pursuant to section two of said Republic Act Numbered fifteen hundred and fifteen:

BUKIDON

Baungon
Kibawe
Libona

Maramag
Sumilao

ILOCOS SUR

Angaki

Suyo

LANAO

Ditsaan Ramin
Ganassi
Lumbatan
Matongao

Saguiaran
Tamparan
Watu (Balindong)

MOUNTAIN PROVINCE

Atok
Bakun
Balbalan
Banaue
Bauko
Besao
Bokod
Bontoc
Buguias
Kabayan
Kapangan
Kayan
Kiangan

Lubuagan
Mayoyao
Sablan
Sagada
Tuba
Tublay
Burnay
Conner
Kabugao
Luna
Natonin
Pinukpuk
Tinglayan

PALAWAN

Balabac

SULU

Balimbing	Patikul
Bongao	Siasi
Cagayan de Sulu	Simunul
Indanan	Sitangkai
Luuk	South Ubian
Maimbung	Taganak
Panamao	Talipao
Pangutaran	Tapul
Parang	Tongkil
Pata	

This classification takes effect as of July 1, 1956.

Done in the City of Manila, this 13th day of February, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 236

**PRESCRIBING PROCEDURES FOR THE PLANNING OF DEVELOPMENT FINANCES, THE
ISSUANCE OF GOVERNMENT SECURITIES, AND THE DISBURSEMENT OF PROCEEDS.**

WHEREAS, it is necessary to establish responsibilities and define procedures for the coordinated planning of development finances, to prescribe measures and standards relative to the formulation of the public borrowing policy of the government, and to revise and clarify the procedures followed in the issuance of public securities and the expenditure of the proceeds thereof, and

WHEREAS, it is imperative that the following objectives be achieved:

- (1) to provide for more coordinated over-all programming and more effective consideration of the specific undertakings authorized by Republic Act No. 1000 and other statutes;
- (2) to assure that national development is financed within an environment of monetary stability;
- (3) to avoid the creation of inflationary pressures by careful planning of limitations on bond issues and expenditures in the light of pertinent economic and monetary indicators;
- (4) to expedite the process of development programming and implementation by shortening the time required for necessary clearances and approvals and by simplifying the fiscal operations incident to the issuance of bonds and the disbursement of the proceeds thereof;
- (5) to reduce interest costs on idle bond fund balances by pooling all bond resources under Republic Act No. 1000 and by maintaining the common fund at minimum levels sufficient only to cover current cash withdrawals; and
- (6) to improve the allotment and financial control procedures applying to bond funds by establishing both time and monetary limits on obligational authority and related disbursements in order to provide an adequate basis for advance planning and the incurrence of contractual obligations while restricting cash availabilities to immediate and realistic liquidation needs;

NOW, THEREFORE, I, RAMON MAGSAYSAY, President of the Philippines, by virtue of the powers vested in me by law, and upon recommendation of the Secretary of Finance, the Commissioner of the Budget, the Governor of the Central Bank, the Chairman of the National Economic Council and the Auditor General, do hereby order and prescribe the following procedures for the planning of development finances, the issuance of government securities, and the disbursement of proceeds:

SECTION 1. Applicability.— The provisions of this order shall apply specifically to bonds issued pursuant to Republic Act No. 1000 and all other securities, other than short-term notes, which are guaranteed by the full faith and credit of the Philippine Government.

The provisions of this order shall likewise apply, to the fullest extent practicable, to all proceeds already acquired under authority of Republic Act No. 1000 for specific projects.

SECTION 2. Role of the Council of State.— The Council of State shall be consulted on all programs proposed to be financed by public borrowings pursuant to Republic Act No. 1000 or under the authority of the respective charters of the corporations and other entities concerned. Action by the Council shall be prerequisite to the inclusion of any program or proposal in the annual plan prepared or revised by the Budget Commission.

SEC. 3. Role of the Budget Commission.— The Budget Commission is responsible for formulating integrated plans of development finances involving the use of RA 1000 and similar funds for the government sector consistent with the overall national development program and policies of the Government. The Commission shall prepare and, if necessary, revise the annual program to be financed under Republic Act No. 1000 and other bond authorizations and shall provide for the coordinated review of all governmental activities proposed for bond financing.

The Commission shall, in addition, perform the following related functions:

- (a) Serve as a general clearing house for the receipt and handling of all requests for the financing of programs or projects under Republic Act No. 1000 or other bond authorizations.
- (b) Conduct budgetary, administrative, and fiscal reviews of all proposals for financing programs or projects from the proceeds of government securities
- (c) Assure the observance of the non-self-liquidating and debt service limitations stipulated by Republic Act No. 1000.
- (d) Release allotments covering obligational authority and fix disbursement limits for bond funds in accordance with applicable law and regulations.
- (e) Maintain complete and accurate records concerning the financial status of the public borrowing program.
- (f) Prepare for the President the annual report required to be presented to the Congress under the terms of Republic Act No. 1000.

The Commission is authorized to prescribe the form and time of submitting requests for development financing by all entities, including government owned and/or controlled corporations, covering current financial status, economic justifications for proposed projects, proposed schedules for the payment of amortization and interest charges, estimates of new obligational authority required, and estimates of cash disbursements from the Treasury.

SEC. 4. Role of the Monetary Board and Central Bank.— The Monetary Board shall, annually and at such other times as may be necessary, establish maximum limits governing aggregate disbursements from the proceeds of government securities which may be permitted in the ensuing fiscal year or other planning period. Such limits shall be fixed on the basis of the ability of the economy to absorb the proposed net additions to the money supply and shall be consistent with the maintenance of monetary stability. These permissible and feasible limits shall operate as a guide to program planning agencies and the Budget Commission in the formulation of fiscal plans.

The Monetary Board shall consider the annual program of development financing, as prepared and revised by the Budget Commission, in terms of its monetary feasibility. The Board shall formally advise the President as to the plan's potential effect on the money supply, price levels, international reserve and general monetary stability.

The Central Bank shall effect the sale of government Securities at the request of the Secretary of Finance and shall act as the fiscal agent of the government in paying all interest charges on the public debt when due and in administering required sinking funds.

SEC. 5. Role of the National Economic Council.– The National Economic Council shall formulate national development plans and determine program priorities for the general guidance of all government entities.

In connection with the preparation and revision of the annual development finance program, the Council shall be consulted and shall advise the Budget Commission concerning the relationship of such financial plans to the basic objectives of national development, economic feasibility of the financing measures proposed, relative program urgency, and coordination with the private sector of the economy.

SEC. 6. Role of the Department of Finance. – The Secretary of Finance will transmit the formal request of the administration to the Central Bank for the sale of government securities upon notification by the Bureau of the Treasury as to the need for replenishing the common bond fund.

The Secretary of Finance is responsible, in consultation with the Monetary Board, for determining the form, terms, and other conditions of all proposed bond floatation measures, including the preparation of amortization and interest schedules, as required by statute.

The Secretary of Finance will determine amortization and interest schedules governing the repayment by government corporations and other entities of indebtedness to the Government incurred under Republic Act No. 1000.

The Department of Finance shall, with references to self-liquidating programs or projects in provinces, cities and municipalities certify as to whether the paying capacity of such entity is sufficient to meet amortization and interest payments.

SEC. 7. Role of the Bureau of the Treasury.– The Bureau of the Treasury shall establish a common fund for all proceeds emanating from the sale of Republic Act No. 1000 bonds. Such fund shall be entitled the “Public Works and Economic Development Bond Fund” (PWED) and shall be available for any and all projects the financing of which has been authorized by the President through the issuance and sale of Republic Act No. 1000 bonds.

With respect to its custody of the PWED Bond Fund and its cash management and forecasting functions in relation thereto, the Bureau of the Treasury shall:

- (a) Obtain periodically from the Budget Commission projected disbursement schedules, such information to be used for Treasury planning purposes and as a guide to the further sale of bonds.
- (b) Pay warrants drawn by authorized agencies to liquidate obligations incurred, to advance cash to disbursing officers, to provide working funds, or for other lawful purposes.
- (c) Periodically advise the Central Bank, through the Secretary of Finance, as to the status of the Fund and request the sale of such additional bonds as are necessary to meet scheduled withdrawals by the development agencies.
- (d) Maintain an accurate record of all transactions affecting the PWED Bond Fund including approved schedules of debt amortization and interest and repayments of advances due the government.
- (e) Prepare monthly statements of PWED Bond Fund accounts current for each entity drawing warrants against such account.

The Bureau of the Treasury shall be responsible for collecting repayments of all Treasury advances for debt amortization and interest charges from all corporations and other entities. It shall take effective steps to discharge this responsibility particularly with respect to those entities in arrears on such payments.

SEC. 8. Creation of a Fiscal Policy Council and a Technical Committee on Development Financing. – There is hereby created a Fiscal Policy Council consisting of the Secretary of Finance, the Governor of the Central Bank, the Chairman of the National Economic Council and the Budget Commissioner. The Fiscal Policy Council shall meet with the President at his call and shall serve in an advisory capacity to him for the purpose of achieving balanced and integrated fiscal, monetary and economic policies in the interest of sound and sustained national development.

To supplement and support the deliberations of the Fiscal Policy Council there is hereby created a Technical Committee on Development Financing consisting of the senior professional representatives of the members of said Council. The Presiding Officer of the Technical Committee shall be the representative of the Budget Commissioner. Said Commissioner may invite such additional representatives from other appropriate entities of government as he may designate. The Technical Committee on Development Financing will perform the following functions:

- (a) Study the economic impact of proposed public borrowing magnitudes and make recommendations as to maximum limits.
- (b) Recommend allocations of bond funds in the light of national development objectives and priorities.
- (c) Conduct the integrated planning of peso expenditures in relation to reparations proceeds, foreign exchange resources and international loans.
- (d) Keep the fiscal-economic situation under close technical scrutiny and advise the Fiscal Policy Council as to monetary or economic trends which require adjustments in fiscal policy.
- (e) Perform such other special studies requiring coordinated consideration by the entities concerned as the Budget Commissioner may from time to time assign.

SEC. 9. Formulation of Annual Development Finance Program. – Concurrently and in connection with the preparation of the regular annual budget, the Budget Commission shall obtain from all entities concerned their projected programs and financial requirements, pursuant to Republic Act No. 1000 and other bond authorizations, supported by such detailed justification as the Commission may require. The proposals of all subordinate entities will be reviewed, coordinated, and approved by the departments or other supervisory agencies before submission to the Budget Commission.

All programs or proposals which entail financing by the sale of government securities and which have not already been considered by the National Economic Council and the Council of State shall, prior to their inclusion in any annual program, be submitted by the Budget Commission to the said bodies for such consultation as required by law.

In order to provide a sound economic base for the formulation of the annual fiscal plan of the government, the National Economic Council will, upon request, advise the Budget Commission as to projected estimates of gross national product and national income, the desirable and advisable magnitude of the government's development program in the ensuing year, the specific priorities which should guide over-all program formulation, the relationship of the public investment program to the private sector, and a forecast of the general economic climate in which the prospective budget expenditures will take place. Such broad policy guides will be used by the Commission to facilitate examination of specific budget estimates as well as the formulation of the development finance program.

During the process of formulating the development finance plan, the Budget Commission will also arrange for appropriate consultation with the National Economic Council on the composition of the substantive program to be financed with development funds and will be advised by the Council as to program balance, feasibility, and consistency with national development goals.

SEC. 10. Establishment of Public Borrowing Limits.— During the period of fiscal plan formulation, the Budget Commissioner will arrange with the Technical Committee on Development Financing for study and recommendation concerning the maximum and desirable limits to be placed on disbursements from public borrowings in the budget year.

The factors of price levels, pressures on the international reserve, effect on the money supply, and other pertinent economic and monetary considerations will be taken into account by the Technical Committee in determining the estimated capacity of the economy to absorb the proposed money flow injections without impairing monetary stability. All such estimates shall be based on anticipated disbursements from the proceeds of bonds sales rather than on the basis of obligations or new floatations of government securities.

The technical recommendations emanating from the above deliberations and calculations concerning public borrowing magnitudes shall be imparted to the Monetary Board by the Budget Commissioner for its consideration and advice to the President. While in no way operating as a binding commitment by the Monetary Board, the projected and provisional net public borrowing capacity which the Board shall establish at this time shall be considered as being sufficiently firm to serve as an adequate basis for program planning purposes.

SEC. 11. Completion and Approval of Annual Plan.— Guided by the advice and counsel obtained as above set forth, and in conformity with the policies of the President, the Budget Commission shall review and coordinate the several financial requests from the entities concerned, shaping them into an integrated annual program consistent with the long range national development plan and within the provisional borrowing limits fixed by the Monetary Board.

In the process of planning development finance for the public sector, the Budget Commission shall take into account all the resources available to the government including those resulting from reparations, as well as the needs for foreign exchange to finance specific development projects, and shall merge all such factors into a coordinated scheme of development financing.

The Budget Commissioner shall, not later than December 15 of each year, present the proposed development finance plan for consideration in all its aspects to the Fiscal Policy Council meeting with the President.

Following such consideration and approval by the President, the program shall then be incorporated in the President's annual budget as an integral part of the Fiscal Plan of the government to be submitted to the Congress.

SEC. 12. Revision of the Annual Program of Development Finance. — Subsequent to completion of congressional action on the annual budget, but prior to the beginning of the new fiscal year, the Budget Commission shall review and revise the annual plan of development financing and place it in form ready for implementation. The revision shall be effected in close collaboration at the staff level with the Central Bank, Department of Finance, and the National Economic Council through the Technical Committee on Development Financing.

Such revision shall take into account changes in economic and monetary trends apparent since initial preparation, the effect of legislation enacted subsequently, emerging or changed development needs, and financial consideration including the amount of unobligated and unliquidated balances of prior authorizations. The revised plan shall be segregated as to self-liquidating and non-self-liquidating programs in order to assure compliance with statutory limitations applying thereto.

The Budget Commission shall arrange for formal consideration of the revised program by the National Economic Council in compliance with legal provisions requiring consultation with such entity, before final action by the President.

Concurrently, the limit of disbursements from the proceeds of bond sales proposed by the administration for the ensuing budget year shall be reexamined by the Monetary Board and a firm decision made in the light of the current economic and monetary situation. The Monetary Board shall advise the President of the maximum tolerable amount which in its judgment the economy can bear in the budget year and such amount will, unless later revised, serve as the controlling limit for all subsequent public borrowing operations.

The Monetary Board will express by resolution its intent to undertake the sale of the requisite bonds to finance the government's development program as funds are required in the current or succeeding years, up to the limit of the fixed net public borrowing capacity. Periodically thereafter, at such times as it deems necessary or as requested by the President, the Monetary Board will review the effect of actual and projected disbursements from bond proceeds on monetary stability and advise the President if price trends or the status of the International reserve require or permit any revision in the public borrowing policy.

The Budget Commission will arrange for review of proposed self-liquidating programs or projects in provinces, cities and municipalities by the Department of Finance for certification as to whether the paying capacity and estimates of income are sufficient to meet scheduled amortization and interest payments.

SEC. 13. Final Approval of the Revised Program. The program allocations and schedule of development financing finally evolved by the Budget Commission from the above process together with such other supporting detail as may be pertinent will be submitted to the Fiscal Policy Council, not later than June 15 of each year, for its final review and recommendation to the President.

The formalization of the annual program by the President will be considered as completing the participation by all planning, review, and consultative agencies except insofar as subsequent revisions, amendments or additions to the current program may require further reference and review. Requests for approval of individual projects or sub-projects within approved programs shall no longer be coursed through the consultative agencies.

SEC. 14. Allotment of Bond Funds. – The Budget Commission shall notify all entities concerned of the pertinent program approvals prior to the beginning of the new fiscal year, indicating limits on cash withdrawals from the PWED Bond Fund and the extent of new obligational authority planned to be released for the entire year. Such limits will be revised, when necessary, and formalized for financial control purposes each quarter or at other appropriate period in connection with the operation of the regular allotment system.

Allotments will be released by the Budget Commission by granting obligational authority in amounts sufficient to cover total commitments to be entered into by the entity concerned during the allotment period.

The Budget Commission will obtain periodic statements, not less often than quarterly, from all entities concerned, forecasting their disbursement requirements for such future periods as the Commission may require.

The Budget Commission is authorized to make such changes in allotment and related fiscal control procedures and to require the submission of such information concerning actual and projected obligations and disbursements as may be necessary for the effective implementation of this order.

The Commission shall furnish the Central Bank a quarterly summary of actual disbursements of bond funds based on such information.

SEC. 15. Treasury Operations.— Prior to the beginning of the fiscal year the Bureau of the Treasury will be advised by the Budget Commission of estimated disbursements from the PWED Bond Fund by quarters, or such other periods as may be mutually agreeable for the entire year. Subsequently during the course of the fiscal year the Budget Commission will advise the Treasury of its revised estimates of scheduled disbursements from the PWED Bond Fund for succeeding months.

The Bureau of the Treasury shall, on the basis of the annual disbursement schedule received from the Budget Commission, formulate an annual plan for new bond floatations, taking into account available cash balances in the Treasury. This plan shall be imparted through the Secretary of Finance to the Central Bank for its information and planning purposes.

Not less often than monthly, the Bureau of the Treasury, on the basis of information received from the Budget Commission and from its own accounts, will determine future bond sale requirements in order to assure the accomplishment of necessary cash withdrawals while maintaining a minimum cash balance in the PWED Bond Fund.

As warranted by the status of available balances in the PWED Bond Fund and the prospective rate of withdrawals, the Bureau of the Treasury will advise the Secretary of Finance of its need for additional funds and the desired schedule of bond sales. The Secretary of Finance will, upon review and approval, request the Central Bank to float the additional blocks of Republic Act No. 1000 securities.

Prior to the release of PWED Bond funds to government corporations or other entities for self-liquidating projects or other purposes requiring repayment to the government, the Bureau of the Treasury shall obtain from such entities evidence of the transaction in the form of a proper certificate of indebtedness. Such certificate shall state the terms of the loan or advance, the amount of interest and amortization payments and the dates due, all as specified or approved by the Secretary of Finance.

All amortization and interest payments due from corporations and other entities under the terms of Republic Act No. 1000 and related Acts shall be calculated as follows:

- (a) for bond issues under the respective charters or enabling Acts of corporations or entities, as from the date of issuance thereof;
- (b) for bond issues under Republic Act No. 1000, as from the date on which the quarterly allotment of cash disbursements is released by the Budget Commission.

SEC. 16. Sale of Bonds.— The Central Bank will effect the sale of bonds at the request of the Secretary of Finance, consistent with the bond disbursement limits earlier approved by the Monetary Board, and will credit the demand deposit account of the Bureau of the Treasury with the proceeds. The Central Bank will advise the Secretary of Finance, the Budget Commissioner, and the Auditor General of such action.

Bonds which the Central Bank sells pursuant to Republic Act No. 1000 shall no longer indicate the specific entity or projects to which the proceeds are to be devoted but shall be considered in the nature of general bonds for development purposes. Each bond certificate will specify that not to exceed 20% of the proceeds of all PWED issues will be applied to non-self-liquidating projects without further identification as to purpose and the proceeds will then be merged in the common fund.

SEC. 17. Certification of Funds.— The Budget Commission shall transmit to the Auditor General a copy of the revised annual program as approved by the President specifying both estimated disbursements and obligational authority to be released during the year. Subsequently, the Budget Commission shall transmit to the Auditor General copies of approved allotments and disbursement limitations.

The Monetary Board shall transmit to the Auditor General a copy of its formal resolution stating its intent to sell sufficient bonds to finance the approved program in the budget or succeeding years.

SEC. 18. This Order shall take effect immediately.

Done in the City of Manila, this 13th day of February, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 237

**PRESCRIBING RULES AND REGULATIONS GOVERNING THE SENIORITY, APPOINTMENT,
PROMOTION, ELIMINATION, AND UTILIZATION IN TIME OF EMERGENCY, OF OFFICERS
OF THE CORPS OF PROFESSORS, PHILIPPINE MILITARY ACADEMY.**

By virtue of the powers vested in me by Section 22(c) of the National Defense Act, as amended, and Section 4(c) of Republic Act No. 291, I, RAMON MAGSAYSAY, President of the Philippines, do hereby prescribe the following rules and regulations governing the seniority, appointment, promotion, elimination, and utilization in time of emergency, of officers of the Corps of Professors, Philippine Military Academy:

SECTION 1. There shall be a Corps of Professors in the Philippine Military Academy, the members of which shall be appointed as regular officers in a separate promotion list to be known as the Corps of Professors promotion list. The members of the Corps of Professors shall be in addition to the authorized numbers of commissioned officers by grade authorized for the Regular Force as prescribed in Section 3 of Republic Act No. 291.

SEC. 2. As used in this Order, the following definitions shall apply:

(1) Grade – Any of the various gradations of commissioned officers. Unless otherwise qualified, the word “grade” shall refer to permanent grade.

(2) Seniority – The relative positions of officers as indicated in the Corps of Professors promotion list.

SEC. 3. The following symbols for the various commissioned grades are hereby established:

- 0-6 – Colonel or Navy Captain
- 0-5 – Lieutenant Colonel or Commander
- 0-4 – Major or Lieutenant Commander
- 0-3 – Captain or Lieutenant, Senior Grade
- 0-2 – First Lieutenant or Lieutenant, Junior Grade
- 0-1 – Second Lieutenant or Ensign

SEC. 4. The Corps of Professors promotion list shall be established in accordance with the following:

(a) The names of all officers of the Corps of Professors shall be carried in this list which shall establish permanently the relative seniority of such officers, subject to the exceptions provided for in

Section 9(e) hereof: Provided, That the Corps of Professors promotion list as of January 10, 1956, as amended, shall be the basis of all subsequent lists that may be made in compliance with this Order.

(b) The names of all officers of this list shall be arranged by grade in the following order: First, 0-6; second, 0-5; third, 0-4; and fourth, 0-3, Among officers of the same grade, the officer whose name appears first on such list shall be the senior, the officer whose name appears second on the list shall be the senior next below the first, the officer whose name appears third on the list shall be the senior next below the second, and so on throughout the list.

(c) Officers hereafter appointed in the Corps of Professors promotion list shall be inserted therein as provided for in Section 8 of this Order.

(d) The Chief of Staff shall cause all changes occasioned by separations, appointments, promotions, loss of rank by action of court-martial, and all other changes due to operation of law or regulations to be entered on the approved Corps of Professors promotion list, and as corrected, this list shall be published to the Armed Forces at least once each year.

SEC. 5. There shall be designated from among the members of the Corps of Professors the Dean of the Corps of Professors who shall be senior in academic rank and military grade to all other members of the Corps of professors. The academic ranks of the other members of the Corps of Professors shall be, in descending order, professor, associate professor, and assistant professor.

SEC. 6. For each academic department of the Philippine Military Academy, a member of the Corps of Professors shall be designated the Head thereof who shall be senior to all other members of the Corps of Professors in that academic department. For each course of instruction prescribed in the approved academic curriculum of the Philippine Military Academy, there may be only one member of the Corps of Professors appointed, which officer shall be designated as the Course Director thereof.

SEC. 7. The initial appointment of members of the Corps of Professors shall be made in accordance with the following:

(a) Members of the Corps of Professors shall be initially appointed in an academic rank and in a corresponding military grade by the President of the Philippines upon recommendation of the Chief of Staff, Armed Forces of the Philippines: Provided, That no applicant shall be initially appointed in the academic rank of professor or associate professor who does not possess a doctor's degree or a master's degree, respectively, from an accredited shall in the field of study for which he is to be appointed.

(b) Commissioned officers of the Armed Forces of the Philippines may be appointed to the Corps of Professors upon their own application, in which case, except as hereinafter provided in paragraph (c) of this Section, they shall be appointed in the same commissioned grades they held on the date of such appointment: Provided, That nothing in this Order shall prevent the Chief of Staff from detailing for specified periods such officers of the Armed Forces who are qualified to occupy the position of instructor in the academic faculty of the Philippine Military Academy. Officers thus assigned by the Chief of Staff to the academic faculty of the Philippine Military Academy shall not, by virtue of such assignment, be separated from their assigned arms and services and shall not be subject to the rules and regulations prescribed herein for members of the Corps of Professors.

(c) Officers initially appointed in the following academic ranks shall be concurrently appointed in the corresponding grade indicated, if they hold a lower grade at the time of their appointment:

- (1) Professor 0-5
- (2) Associate professor 0-4
- (3) Assistant professor 0-3

SEC. 8. Officers hereafter appointed in the Corps of Professors promotion list shall be inserted therein as follows:

(a) An officer appointed in a grade higher than the commissioned grade he hold at the time of his appointment shall be placed at the bottom of officers of the grade in which appointed.

(b) An officer appointed in the same commissioned grade he held at the time of his appointment shall be placed immediately below the most junior officer of that grade who has the same or longer accumulated service in such grade: Provided, That the accumulated Service in grade referred to herein shall be construed to mean the sum total of the active service rendered in such permanent grade in the Regular Force and/or Reserve Force: Provided, further, That for purposes of determining the initial placement of officers covered by this Section and for purposes of effecting the promotions in military grade prescribed in Sections 9(a), 9(b), and 9(c) hereof, officers who render service in the Corps of Professors as an acting professor, acting associate professor, or acting assistant professor, and who are subsequently appointed therein, respectively, in the academic rank of professor and in the grade of 0-5, in the academic rank of associate professor and in the grade of 0-4, and in the academic rank of assistant professor and in the grade of 0-3, shall have such service credited as active service rendered in the grade of 0-5, 0-4, and 0-3, respectively.

SEC. 9. Members of the Corps of Professors shall be promoted in military grade and in academic rank in accordance with the following rules and regulations:

(a) Officers initially appointed in the academic rank of professor and in the grade of 0-5 shall be promoted to the grade of 0-6 upon completion of eight years of accumulated active commissioned service in the grade of 0-5: Provided, That they shall have rendered at least six years of satisfactory service in the Corps of Professors. The grade of 0-6 shall be the highest permanent or temporary grade in the academic rank of professor, and promotions to this grade shall be subject to the confirmation of the Commission on Appointments.

(b) Officers initially appointed in the academic rank of associate professor and in the grade of 0-4 shall be promoted to the grade of 0-5 upon completion of seven years of accumulated active commissioned service in the grade of 0-4: Provided, That they shall have rendered at least five years of satisfactory service in the Corps of Professors. The grade of 0-5 shall be the highest permanent or temporary grade in the academic rank of associate professor. An associate professor who is promoted in academic rank to professor shall also be promoted to the next higher military grade on the effective date of promotion in academic rank regardless of the length of service in grade if he is in the grade of 0-4, or upon completion of seven years accumulated service in the grade of 0-5 with at least six years of satisfactory service in the Corps of Professors.

(c) Officers initially appointed in the academic rank of assistant professor and in the grade of 0-3 shall be promoted to the grade of 0-4 upon completion of five years of accumulated active commissioned service in the grade of 0-3: Provided, That they shall have rendered at least four years of satisfactory service in the Corps of Professors. The grade of 0-4 shall be the highest permanent or temporary grade in the academic rank of assistant professor. An assistant professor who is promoted in academic rank to associate professor shall also be promoted to the next higher military grade on the effective date of promotion in academic rank regardless of the length of service in grade if he is in the grade of 0-3, or upon completion of six years accumulated service in the grade of 0-4 with at least five years service in the Corps of Professors.

(d) When an officer in any grade is promoted to the next higher grade under the provisions of Sections 9(a), 9(b), or 9(c) of this Order, all officers of the same grade and the same academic rank who are senior to such officer, notwithstanding the promotional requirements prescribed in said Sections, shall also be promoted to the next higher grade together with such officer, if found qualified therefor by the Corps of Professors promotion board.

(e) The Dean of the Corps of Professors and the heads of academic departments shall be designated by the Chief of Staff upon recommendation of the Superintendent of the Philippine Military Academy. Any member of the Corps of Professors who shall be designated as Dean of the Corps of Professors whenever vacancy in that position exists shall be promoted in grade or advanced in seniority, whichever shall be necessary to give him seniority over all other members of the Corps of Professors, irrespective of his length of service in grade. Likewise, any member of the Corps of Professors who shall be designated as the Head of an academic department whenever vacancy in that position exists shall be promoted in military grade or advanced in seniority, whichever shall give him seniority over all other members of the Corps of Professors basically assigned to that academic department, irrespective of his length of service in grade: Provided, That the promotions of officers in grade contemplated under this paragraph shall not result in exceeding the highest commissioned grade authorized for their respective academic ranks: Provided, further, That those designated as Dean, Corps of Professors, and Heads of academic departments shall have served, on the date of designation, at least five years and three years, respectively, as members of the Corps of Professors.

(f) A board of officers to be appointed by the Chief of Staff for a term of two years shall meet at least once annually to consider the eligibility of any members of the Corps of Professors for promotion in academic rank and shall submit appropriate recommendations thereon to the Chief of Staff. Said board shall consist of the Dean of the Corps of Professors and at least four other members, not members of the Corps of Professors, who shall be senior in permanent grade and temporary grade to any officer being considered by their board. Recommendations for promotion in academic rank shall be based on a careful consideration and evaluation of the candidate's academic and military qualifications, experience, performance of duty, present assignment, potentiality to the service, specific recommendations of the academic department heads concerned whenever applicable, and such other factors as may be deemed pertinent by the board. Promotions in academic rank shall be made only upon recommendation of this board as approved by the Chief of Staff.

(g) Promotions in grade shall be subject to the approval of the President of the Philippines. Promotions to grades as indicated in paragraphs (a), (b), (c), (d) and (e) of this Section shall be recommended by a promotion board composed of at least five officers who are not members of the Corps of Professors and who shall be appointed by the Secretary of National Defense for a term of one year. The operation of and recommendations made by this board shall be subject to the provisions of Sections 5(a)(3), 5(a)(4), 5(a)(5), 5(a)(6), 5(a)(7), 5(a)(8) and 5(c) of Republic Act No. 291. Said board shall also be empowered to defer for promotion any officer whom the board deems is not fully qualified for promotion, notwithstanding his completion of the service-in-grade requirements prescribed in paragraphs (a), (b), and (c) of this Section. Whenever any officer is thus deferred, the provisions of Sections 7(e) and 7(f) of Republic Act No. 291 shall apply.

(h) For purposes of promotion in academic rank and in commissioned grade, satisfactory service rendered in the grade of at least O-3 as a member of the academic faculty of the Philippine Military Academy shall be credited as service rendered in the Corps of Professors: Provided, That the amount of service that may thus be credited shall not exceed four years.

SEC. 10. Any member of the Corps of Professors who shall demonstrate an outstanding performance in any field of activity of the academic faculty of the Philippine Military Academy may be temporarily promoted, upon recommendation of the Dean of the Corps of Professors, through the Superintendent, irrespective of his length of service in grade, to the next higher military grade without vacating his permanent grade: Provided, That this temporary promotion shall not result in exceeding the maximum military grade for his academic rank.

SEC. 11. Except as hereinbefore provided, members of the Corps of Professors shall be given the same pay, allowances, rights to retirement privileges, and the like to which regular officers are entitled. Associate professors and assistant professors who are not advanced in academic rank after completing nine and seven years, respectively, in such academic ranks shall be separated from the service without prejudice to separation or retirement benefits provided for in Republic Act No. 340.

SEC. 12. In time of war or at any time the President of the Philippines may declare a national emergency, any member of the Corps of Professors whose services shall be needed to carry out the mission of the Armed Forces may be detailed with such arms or services where he is best qualified at the discretion of the President. In case the situation would not warrant the continuous operation of the Philippine Military Academy, all members of the Corps of Professors shall be detailed to such arms and services where they are best qualified: Provided, That no transfers of members of the Corps of Professors to any other arm, branch, service or promotion list shall be permitted.

Executive Orders Nos. 361 and 643 dated August 6, 1941, and November 21, 1953, respectively, are hereby revoked.

Done in the City of Manila, this 13th day of February, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACANANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 238
CREATING THE MUNICIPALITY OF MONREAL IN THE PROVINCE OF MASBATE

Pursuant to the provisions of section sixty-eight of the Revised Administrative Code, the barrios of Ago, Famosa, Togoron, Cantorna, Real, Guinhadap, MacArthur, Rizal and Morochborocan all of the municipality of San Jacinto, province of Masbate, are hereby segregated from said municipality and organized into an independent municipality in said province, to be known as the municipality of Monreal with the seat of government at the barrio of Ago.

The municipality of San Jacinto shall have the same territory minus that comprised in the municipality of Monreal.

The municipality of Monreal shall begin to exist upon the appointment and qualification of the Mayor, Vice-Mayor, and a majority of the councilors thereof and upon the certification by the Secretary of Finance that said municipality is financially capable of implementing the provisions of the Minimum Wage Law and providing for all the statutory obligations and ordinary essential services of a regular municipality and that the mother municipality of San Jacinto, after the segregation therefrom of the barrios comprised in the municipality of Monreal, can still maintain creditably its municipal government, meet all its statutory and contractual obligations and provide for the essential municipal services.

Done in the City of Manila, this 13th day of February, in the year of Our Lord, nineteen hundred and fifty-seven and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

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MALACAÑANG

RESIDENCE OF THE PRESIDENT
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MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 239
CREATING THE MUNICIPALITY OF LIARGAO IN THE PROVINCE OF
ZAMBOANGA DEL SUR.

Pursuant to the provisions of section sixty-eight of the Revised Administrative Code, the barrios of Liargao, Camp 4, Camp 5, Camp 6, Pasingkalan, Bambang, Malating, Wakat, Lower Sambulawan, Sinaging, Gapasan, Boloran, Bakahan, Midsalip, Timbaboy, Ganipay, Caniangan, Laperian, Katipunan, Bobongan, Bambang Diut, Sominot and Anding, all of the municipality of Aurora, province of Zamboanga del Sur, are hereby segregated from said municipality and constituted into an independent municipality to be known as the municipality of Liargao with the seat of government at the barrio of Liargao.

The municipality of Aurora shall have the same territory minus that comprised in the municipality of Liargao.

The municipality of Liargao shall begin to exist upon the appointment and qualification of the mayor, vice-mayor, and a majority of the councilors thereof and upon the certification by the Secretary of Finance that said municipality is financially capable of implementing the provisions of the Minimum Wage Law and providing for all the statutory obligations and ordinary essential services of a regular municipality and that the mother municipality of Aurora, after the segregation therefrom of the territory comprised in the municipality of Liargao, can still maintain creditably its municipal government, meet all its statutory and contractual obligations and provide for the essential municipal services.

This supersedes Executive Order No. 222, dated December 28, 1956.

Done in the City of Manila, this 13th day of February, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 240

ABOLISHING THE MUNICIPALITY OF PAGUDPUD IN THE PROVINCE OF ILOCOS NORTE,
AND RESTORING THE DIFFERENT BARRIOS COMPOSING THIS MUNICIPALITY TO THE
MUNICIPALITY OF BANGUI, SAME PROVINCE, TO WHICH THEY BELONGED PRIOR TO
THEIR BECOMING PARTS OF PAGUDPUD.

In the interest of the public welfare and pursuant to the provisions of section sixty-eight of the Revised Administrative Code, the Municipality of Pagudpud in the province of Ilocos Norte, as organized by Executive Order No. 13, dated February 14, 1954, is hereby abolished, and the barrios thereof are hereby restored to the municipality of Bangui, same province, to which they formerly belonged.

The abolition and restoration herein made shall take effect upon the expiration of thirty days from the date of receipt by the Mayor of Pagudpud from the Provincial Governor of Ilocos Norte of a true copy of this order.

Done in the City of Manila, this 16th day of February, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) **RAMON MAGSAYSAY**
President of the Philippines

By the President:
(SGD.) **FORTUNATO DE LEON**
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 241

POSTPONING THE IMPLEMENTATION OF EXECUTIVE ORDER NO. 209 DATED
OCTOBER 19, 1956, AND REORGANIZATION PLAN NO. 60, RELATIVE TO
PUBLIC UTILITIES REGULATIONS AND LAND TRANSPORTATION UNTIL THE
APPOINTMENT AND QUALIFICATION OF THE COMMISSIONERS COMPOSING
THE PUBLIC UTILITIES COMMISSION.

Pursuant to the powers vested in me by Republic Act No. 997, as amended by Republic Act No. 1241, I, RAMON MAGSAYSAY, President of the Philippines, do hereby postpone the implementation of Executive Order No. 209 dated October 19, 1956, and Reorganization Plan No. 60 relative to Public Utilities Regulations and Land Transportation until the Commissioners composing the Public Utilities Commission and the Director of Land Transportation shall have been appointed and qualified in accordance with the Constitution and existing law.

Done in the of Manila, this 28th day of February, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) RAMON MAGSAYSAY
President of the Philippines

By the President:
(SGD.) FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221-300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 242

POSTPONING THE IMPLEMENTATION OF EXECUTIVE ORDER NO. 227 DATED JANUARY 5, 1957, AND REORGANIZATION PLANS NOS. 15-A AND 27-A WHICH RELATES TO COMMERCE AND INDUSTRY UNTIL THE APPOINTMENT AND QUALIFICATION OF THE DIRECTORS OF DOMESTIC TRADE, FOREIGN TRADE, INDUSTRIAL PROMOTION AND COOPERATIVES ADMINISTRATION.

Pursuant to the powers vested in me by Republic Act No. 997, as amended by Republic Act No. 1241, I, RAMON MAGSAYSAY, President of the Philippines, do hereby postpone the implementation of Executive Order No. 227 dated January 5, 1957, and Reorganization Plans Nos. 15-A and 27-A relative to Commerce and Industry until the Director of Domestic Trade, the Director of Foreign Trade, the Director of Industrial Promotion and the Director of Cooperatives Administration shall have been appointed and qualified in accordance with the Constitution and existing law.

Done in the City of Manila, this 1st day of March, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) RAMON MAGSAYSAY
President of the Philippines

By the President:
(SGD.) FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.

MALACAÑANG

RESIDENCE OF THE PRESIDENT
OF THE PHILIPPINES
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

EXECUTIVE ORDER NO. 243
CONDONING THE TAXES ON ALL REAL PROPERTIES LOCATED IN THE
PROVINCE OF COTABATO.

The public interest so requiring, I, RAMON MAGSAYSAY, President of the Philippines, by virtue of the powers vested in me by Section 53 of Commonwealth Act No. 470, as amended by Commonwealth Act No. 534, and upon the recommendation of the Secretary of Finance, do hereby condone the taxes on all real properties located in the province of Cotabato, due from 1951 to 1954, inclusive, on condition that all the unpaid taxes and penalties corresponding to 1950 and previous years and 1955 to 1956 shall be paid on or before May 31, 1957.

Done in the City of Manila, this 6th day of March, in the year of Our Lord, nineteen hundred and fifty-seven, and of the Independence of the Philippines, the eleventh.

(SGD.) RAMON MAGSAYSAY
President of the Philippines

By the President:
(SGD.) FORTUNATO DE LEON
Executive Secretary

Source: **Presidential Museum and Library**

Office of the President of the Philippines. (1957). *[Executive Order Nos.: 221 - 300]*. Manila: Presidential Museum and Library.



President Ramon Magsaysay laid a wreath at the Rizal Monument after his inauguration, December 30, 1953.

